

TOWN OF CARLISLE

Middlesex County

The Town of Carlisle was incorporated as a District on April 19, 1754 and as a Town on February 18, 1805.

Miles of Road: 55

Area: 15.4 square miles

Population:

1950: 876	2010: 5,602
1960: 1,488	2011: 5,198
1970: 2,871	2012: 5,282
1980: 3,306	2013: 5,396
1990: 4,379	2014: 5,195
2000: 4,923	2015: 5,166
2016: 5,356	2017: 5,424

Registered Voters - 2017

Democrats: 1045
Republicans: 505
Libertarians: 6
Unenrolled: 2,358
United Independent: 20
Green-Rainbow: 6
Twelve Visions: 1
Socialist: 1
Total: 3,926

Senators in Congress:

Edward J. Markey (D)
Elizabeth A. Warren (D)

Representative in Congress: 3rd Congressional District:

Niki Tsongas (D)

State Senator: 5th Middlesex District

Michael Barrett (D)

State Representative: 14th Middlesex District:

Cory Atkins (D)

Governor:

Charles D. Baker, IV (R)

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ADMINISTRATION
&
FINANCE

ELECTED TOWN OFFICIALS

MODERATOR

Wayne Davis

Term Expires 2018

TOWN CLERK

Charlene M. Hinton

Term Expires 2018

BOARD OF SELECTMEN

Nathan C. Brown, Chairman

Term Expires 2020

Luke Ascolillo, Vice-chair

Term Expires 2019

Claude von Roesgen

Term Expires 2018

Kate Reid

Term Expires 2020

Kerry Kissinger

Term Expires 2019

BOARD OF ASSESSORS

Kenneth Mostello, Chairman

Term Expires 2018

James C. Marchant

Term Expires 2019

David Boardman

Term Expires 2020

BOARD OF HEALTH

Lee Storrs

Term Expires 2020

Todd Thorsen

Term Expires 2018

Donna Margolies

Term Expires 2018

Alan Lewis

Term Expires 2020

Todd Chadwick Brady

Term Expires 2019

HOUSING AUTHORITY

Mark H. Levitan, Chairman

Term Expires 2019

Steven Pearlman

Term Expires 2020

Barbara Bjornsen

Term Expires 2021

Alan P. Lehotsky,

Term Expires 2020

Carolyn K.H. Ing, Governors Appointment

LIBRARY TRUSTEES

Christine Stevens

Term Expires 2018

Priscilla Stevens

Term Expires 2019

Steven Golson

Term Expires 2020

PLANNING BOARD

Peter Gambino, Chairman	Term Expires 2020
Madeleine Blake	Term Expires 2020
Peter Yelle	Term Expires 2018
Jonathan Stevens	Term Expires 2018
Edwin (Rob) Misek	Term Expires 2019
Jason Walsh	Term Expires 2019
Ed Rolfe	Term Expires 2019
Thomas Lane (assoc.)	Term Expires 2019

SCHOOL COMMITTEE

Melissa McMorrow	Term Expires 2018
S. David Model, Chair	Term Expires 2020
Christine Lear	Term Expires 2020
Mary Storrs	Term Expires 2018
Joshua Kablotsky	Term Expires 2019

APPOINTED TOWN OFFICIALS

Town Administrator	Timothy D. Goddard
Town Accountant	Priscilla Dumka
Town Counsel	Miyares and Harrington
Finance Director, Treasurer & Collector	Kerry Colburn-Dion
Police Chief	John Fisher
Fire Chief	David Flannery
Superintendent of Public Works	Gary R. Davis
Building Commissioner	Jon Metivier
Inspector of Plumbing, Gas,Piping&Appliances	James Powderly

Pump & Well Inspector	Ralph Metivier
Wiring Inspector	Vincent Chant
Inspector of Animals	Lawrence Sorli Deborah A. Toher
Dog Control Officer	Matthew Svatek Lawrence Sorli
Field Driver	Deborah A. Toher
Keeper of Town Flag	Tom Ratcliffe
Keeper of Town Clock	Robert J. Koning, Jr.
Procurement Officer	Timothy D. Goddard
Personnel Administrator	Timothy D. Goddard
Veteran's Agent	Kenneth Buffum

TOWN BOARDS, COMMITTEES & OTHER GROUPS

ADA Task Force	Timothy D. Goddard	2018
	David Flannery	2018
	Jon Metivier	2018
	Christopher Adamchek	2018
Affordable Housing Trust 7 members/1 yr. terms	Nathan Brown	2018
	Luke Ascolillo	2018
	Kate Reid	2018
	Claude von Roesgen	2018
	Kerry Kissinger	2018
	Steve Pearlman, <i>Housing Auth</i>	2018
	William Risso, <i>Citizen at Large</i>	2018

Agricultural Commission	Andrew Rodgers	2019
7 members/3 yr. terms	Peter Mastromarino	2020
	Steve Carlin (assoc.)	2018
	John Lee (assoc.)	2018
	Desiree Ball (assoc)	2018
	Kyle Bonenfant	2019
	David Ely, chair	2020
Audit Committee	Simon Platt	2018
3 members/3 yr term	Debra Belanger	2019
	Kevin Perkins	2020
Board of Registrars	Cynthia Schweppe	2018
2 Democrats/2 Republicans	Sally Zielinski	2019
3 yr term	Peggy Wang	2020
	Charlene Hinton, Town Clerk	2018
Celebrations Committee	Scott Evans	2018
5 members /1 yr term	Doug Stevenson, Acting Chair	2018
	Laura Mullins	2018
	Vacant	2018
	Vacant	2018
Center Park Standing Committee	Vacant	2018
3 members / 1 yr term	Vacant	2018
	Vacant	2018
Communications Dept.	David Flannery	2018
	John Fisher	2018
Constables	Scott Barnes	2018
1yr term	Leo T. Crowe	2018
	John Fisher	2018
	Joseph Topol	2018

Community Preservation Committee 7 members/3 yr term	Luke Ascolillo (BOS)	2018
	Kathy Keller (Hist. Com.)	2019
	Peter Yelle (Plan Bd)	2020
	Mark Spears (RecCom)	2018
	Steven Pearlman (Hsg Auth)	2018
	Samantha Rottenberg	2020
	Angela Verge (ConsCom)	2019
Conservation Commission 7 members/3 yr term	Angela Verge, Chair	2019
	Lee Tatistcheff	2018
	Daniel L. Wells	2020
	Kenneth Belitz	2020
	Melinda Lindquest, Vice Chair	2018
	Helen Young	2019
	Thomas Brownrigg/Steven Smith	2020
Conservation Restriction Advisory Committee 7 members / 1 yr term	Wayne Davis	2018
	Ken Harte, Chairman	2018
	Marc Lamere (Trails Com)	2018
	J. Thomas Brownrigg	2018
	Jonathan Stevens (PB)	2018
	Melinda Lindquist (Concom)	2018
	Nancy Cowan	2018
Council on Aging 9 members/3 yr term 5 Assoc./ 1yr term <i>5 members (Over 60 yrs of age)</i>	Donna MacMullan,Chair	2020
	Abha Singhal, Vice Chair	2019
	Walter Hickman, Treasurer	2020
	Verna Gilbert, Secretary	2018
	Jerome Lerman	2019
	Kathleen Devivo-Ash	2018
	Reuben Klickstein	2018
	Maxine Crowther	2019
	Ann Quenin	2020

	John Ballantine <i>assoc</i>	2018
	Jean Sain <i>assoc.</i>	2018
	Sally Hayen, <i>assoc.</i>	2018
	Ann James, <i>assoc.</i>	2018
	Bob Luoma, <i>assoc.</i>	2018
Cranberry Bog Alternative Committee:	Luke Ascolillo	2018
7 members / 1yr	Debra Geltner	2018
-	Warren Lyman , Co-chair	2018
	Susan Provenzano, Co-chair	2018
	Vibhu Walia	2018
	Kenneth Belitz	2018
	John Ballantine, Assoc.	2018
	Steve Hinton, Assoc.	2018
Cultural Council	Caren Ponty, Chair	2020
7-9 members/ 3 yr. term	Carren Panico	2020
	Mary-Lynn Bohn	2020
	David Carroll	2019
	Jennifer Sagalyn	2019
	Alain Bojarski	2020
	Jill Henderson	2020
Deer Committee	Todd Thorsen	2018
7 members / 1 yr term	Lee Tatistcheff, Chair	2018
	Steve Tobin	2018
	Dejan Bojanic	2018
	Sergeant Scott Barnes	2018
	Kerry Kissinger	2018
	John Keating	2018
Dog Control Committee	Luke Ascolillo	2018
9 Members/1 yr term	Todd Brady	2018
	Dan Wells	2018
	Drew McMorrow	2018

	Susan Provenzano, Co-chair	2018
	Stacy Lennon, Co-chair	2018
	Matt Svatek, Alt. Animal Control	2018
	Larry Sorli, Alt. Animal Control	2018
	Lt. Leo Crowe	2018
Energy Task Force		
	Deb Bentley	2018
	Basu Sarkar	2018
	Dan Cook	2018
	Helen Young	2018
	William Risso, chair	2018
	Robert Zogg	2018
	Claude von Roesgen	2018
	Bob Clarke	2018
Finance Committee		
7 members/3 yr term	Michael Bishop	2018
	Lynne Lipinsky	2018
	James Darr	2019
	Scott Triola, Chair	2020
	Thomas Smith	2019
	Victor Liang	2020
	Vacant	2018
Historical Commission		
5 members/ 3 yr term	Annette Lee, Acting Chair	2020
3 alternates	Geoffrey Freeman	2019
	Kathleen Keller,	2019
	Ed Rolfe, Plan Bd Rep.	2020
	Eric Adams	2018
	Jack O'Connor, <i>Alternate</i>	2018
	Vacant, <i>Alternate</i>	2018

Household Recycling 5 members/1 yr. terms	Rob Peary, Chair	2018
	Robert Wallhagen	2018
	Daniel Scholten	2018
	Launa Zimmaro	2018
	Gary Davis, DPW	2018
Land Stewardship 5 members/3 Yr. term	Dwight DeMay	2020
	Debby Geltner, Co-chair	2020
	Warren Lyman	2018
	Andrew Wilmot	2018
	Lyn Carroll	2020
	J. Thomas Brownrigg	2020
Long Term Capital Req. 6 members/3yr term	Michael Bishop	2018
	Jerry Lerman	2019
	Josh Kablotsky	2018
	Kate Reid (BOS)	2020
	Kerry Colburn-Dion	2019
	Jim Darr (FincomAppt)	2020
	Michael Bishop (<i>Fincom Appt</i>)	2018
	William Risso (<i>Fincom Appt</i>)	2018
MAPC	Madeline Blake (PB)	
	Vacant (Citizen)	
Municipal Facilities Committee: 5 members/1 yr term 2 Alternates	John Lavery	2018
	Jerome Lerman	2018
	Steve Hinton	2018
	William Risso	2018
	Josh Kablotsky (School Rep)	2019
	Nathan Brown, Alternate	2018
	Vacant (Alt.)	2018
Pathways Committee II	Deb Belanger	2018

	Melynda Gambino	2018
	Sandy Nash	2018
	Nancy Jaysane	2018
	Peter Gambino (PB Rep)	2018
Personnel Board	Kacy Hurley	2018
5 members /3 yr term	Vanessa Brown, Chair	2019
	Snehal Patel	2019
	Vacant	2018
	Vacant	2018
Recreation Commission	Rick Amodei	2018
5 members/3 yr. terms	Peter Best	2018
	Mark Spears	2018
	Amy Smack	2020
	Andrew McMorrow, Chair	2019
River Stewardship Council	Vacant	2018
Senior Tax Advisory Committee	Kerry Colburn-Dion	2018
6 Members/1 yr term	Melissa Stamp	2018
	Angela Smith	2018
	Barbara Culkins	2018
	David Klein	2018
	Walter Hickman	2018
Scholarship Advisory Committee	Diane Powers, Chair	2018
	Michael Fitzgerald	2018
Traffic Safety Advisory Committee	Timothy D Goddard	2018
	Chief John Fisher	2018
-	Chief David Flannery	2018
	Gary Davis	2018
	Deb Belanger	2018

Trails Committee	Stephen Tobin, Chair	2019
7 members/3 yr. terms	Warren Spence	2018
	Marc Lamere, Treasurer	2018
	Henry Cox	2018
	Louise Hara, Clerk	2019
	Alan Ankers, Secretary	2019
	Robert "Roy" Herold	2020
 Veterans' Committee:	 Jules Aronovitz	 2018
	Greg Fairbank	2018
	Christopher Eisenbies	2018
 Youth Commission	 Alexander Walsh, Chair	 2018
6 members/3 yr terms	Michelle Small	2018
	Dawn Hatch	2020
	Maura Topol	2020
	Lauree Eckler	2020
	Vacant	2018
 Zoning Board of Appeals	 Lisa Davis Lewis, Assoc	 2018
3 members/3 yr term	Travis Snell, Chair	2020
4 alternates	Emmanuel Crespo, Clerk	2020
	Steven Hinton	2018
	Eric Adams, Assoc.	2020
	Gretchen Anderegg, Assoc.	2018
	Vacant (Assoc.)	2018

TOWN CLERK

There are 73 chapters and 451 statutes of the Massachusetts General Laws that direct the Town Clerk's duties. The Town Clerk interacts with all of Carlisle's town boards, as well as, several state agencies on a regular basis. The Town Clerk is also the Chief Election Officer for the town of Carlisle and a member of the Board of Registrars of Voters.

In addition to elections activities (voter registrations, nomination papers, petitions and campaign finance reporting) the Town Clerk is responsible for dog licensing, maintaining vital records (births, marriages, deaths), business certificates, raffle permits, administering the oath of office to all elected and appointed officials. Planning Board Decisions, and Zoning Board of Appeals Applications and Decisions, annual town census, collection of fines (late dog registrations and marijuana violations), management of Town Meeting set up and procedures, minutes and preservation of meeting recordings, as well as scheduling the use of the meeting rooms in town hall.

Another responsibility includes the Open Meeting Law and the Ethics Law requirements. Every municipal employee, volunteer and official must receive a summary of the Ethics Law annually and provide the clerk with documentation that he/she has received the summary. Every other year municipal employees and officials must take an online educational training and provide a certificate of completion to the Town Clerk

We have been fortunate to have many devoted, talented and absolutely tireless volunteers who readily step up and help out when needed for special projects and others who have assigned tasks that they help manage throughout the year. Some of these are part of the Senior Tax Worker Volunteer program and others just do so out of a strong sense of civic duty. We are always happy to have help from anyone who is interested and there are such a wide variety of tasks to be done that we can usually find something of mutual interest for anyone wanting to help.

The various changes in the Election laws and practices continue to be supported in the Town Clerk's Office. Even though our tasks and responsibilities have increased significantly, the repayment of costs by the state have not increased at the same rate. At the State Election in November 2016, we introduced Early Voting which allowed voters to cast their ballots for 11 days leading up to the Election Day of November 8, 2016. In Carlisle 53% of all ballots were cast during the Early Voting Sessions. We still have not received notification as to whether Early Voting will become a permanent part of our voting practices but there has been strong suggestion that it will once again be allowed at the State Primary in September 2018 and at the State Election in November 2018. Once

again we will call on the strong team of Election Volunteers to help us process these expanded election activities.

After considerable thought and deliberation I have decided that it is time for me to step down as Town Clerk and let someone else take over this important position. I will not run for re-election at the end of my term in June 2018.

I have served with honor since my appointment on October 16, 2003 when I took over for the beloved Sarah Andreassen who passed away after a courageous battle with cancer. I will treasure every memory of this wonderful experience. It has been the most satisfying job I have ever had and I am sincerely grateful for having had the opportunity to serve in this capacity, helping my friends and neighbors in this terrific community. No doubt there have been challenges but I am incredibly proud to have been elected at five consecutive elections. I appreciate being given the right to lead this community through several very important elections at both the local and the state level. I have had a tremendous amount of support from the countless volunteers who have stepped up to give so generously of their time at Elections, Town Meetings, and various projects completed in the Town Clerk's Office. I would never have been able to complete these duties without their help. It has been so inspiring to work with so many fine individuals who are incredibly dedicated to keeping the democratic process running so smoothly. It is time to step away from this role and begin the next chapter of my life at hopefully a less frantic pace! I look forward to helping the next Town Clerk as they begin their journey in this rewarding position.

I would like to again express my gratitude and to honor the late Irene Blake for introducing me to this position and especially for her tireless support throughout the 13 years that we worked together. She will always be an integral part of the fabric that is the Carlisle Town Clerk's Office. She passed in 2015, and I still miss her friendly and cheerful attitude and her generous support. I hope that one day my service in this position will be viewed with the same integrity and value. I share her passion for the history of this Town, the Town Clerk's role, and for the Election Process.

I would also like to thank the Board of Registrars that I worked with for the past several years. Cynthia Schweppe, Sally Zielinski and Liz Bishop along with our newest Registrar, Peggy Wang, have all provided an immense level of support at all Elections and Town Meetings and have served the Town with honor as we approve the important absentee ballots, nomination papers, and petitions. Their review of each set of these various papers are what allowed the voters of Carlisle to feel comfortable that their elections were managed with the utmost integrity.

I have had several Senior Tax Workers and volunteers who have helped in the office over the years. I am grateful to them all for their priceless contributions!

One in particular has given so much of herself and I want to express my sincerest gratitude for her support. Her guidance, organizational skills and thoroughness are beyond compare. Thank you Kathy Ash from the bottom of my heart. You have worked so far beyond the required tax worker hours and I am forever indebted to you.

Cindy Nock and Kate Reid have served as superior Election Wardens with all the necessary traits to help run large, very active elections and also maintain the enthusiasm necessary among the volunteers during some of the slower paced elections.

The Town of Carlisle is truly fortunate to have such a talented group of thoughtful, dedicated, and enthusiastic volunteers. Thanks to all of you and I look forward to working as a volunteer when the next Town Clerk is elected.

RECORDS

BIRTHS

MARRIAGES RECORDED IN 2017

<u>Date</u>	<u>Place of Marriage</u>	<u>Name</u>	<u>Residence</u>
February 14, 2017	Carlisle	Deborah Ann Pont Troy Allen Heindel	Westerly, RI Carlisle, MA
March 22, 2017	Carlisle	David Mather Gordon Abigail Jade Erlanson	Carlisle, MA Orland, ME
April 8, 2017	Brookline	Micaela Baliestiero Daniel Brodeuer	Lowell, MA Lowell, MA
May 12, 2017	Newburyport	Karen S. Petri Michael DeMarco	Bedford, MA Bedford, MA
May 15, 2017	Carlisle	Barry Ohs Marcy Lomen	Carlisle, MA Carlisle, MA
May 22, 2017	Carlisle	Jeffrey Edwin Moyer Emily Anne James	Carlisle, MA Carlisle, MA
May 24, 2017	Carlisle	Nancy-Geer Hamilton Nuno Ferreira Santos	Carlisle, MA Carlisle, MA
June 6, 2017	Carlisle	Xiodan Yan Matthew Albert Henry Joss	Dracut, MA Dracut, MA
June 20, 2017	Canton	Rebecca Pullman Scott Feingold	Carlisle, MA Carlisle, MA
July 26, 2017	Carlisle	Kevin T. Smith Jennifer P. Godfrey	Carlisle, MA Carlisle, MA
September 1, 2017	Bolton	Sarah Margaret Macmullan Paul William Oberlies	Rockville, MD Rockville, MD
September 28, 2017	Salem	Daniel Jacob Fainstain Victoria Ann Bresnehan	New York, NY New York, NY
September 28, 2017	Carlisle	Kevin G. Walker Carol L Wilcock	Carlisle, MA Carlisle, MA
November 14, 2017	Carlisle	Cynthia Margaret Cooper Steven Rand Greenfield	Carlisle, MA Carlisle, MA
December 27, 2017	Carlisle	John Lawrence Waters Suzanne Shine Benkley	Carlisle, MA Carlisle, MA

DEATHS RECORDED IN 2017

<u>Date of Death</u>	<u>Name</u>	<u>Age</u>
January 5, 2017	Helene Wilson	78
January 12, 2017	Thomas F. Derro	91
February 9, 2017	Harold M. Lipshitz	84
February 15, 2017	Kathleen Coyle	93
March 12, 2017	Roland J. Caldwell	80
March 26, 2017	Blanche Derylo Balacek	94
April 9, 2017	Alan Garrott Cameron	76
April 12, 2017	Robert Adams Dennison, Jr.	88
April 15, 2017	Allan Frederick Doucette	53
April 27, 2017	Shirley Pauline McCully	84
April 27, 2017	Marie T. Padenski	86
April 28, 2017	Lawrence Dawson	96
May 22, 2017	David Keast	86
June 7, 2017	Zhunge Su	81
August 2, 2017	Joan McClane Leftwich	84
August 3, 2017	Carol Ann D'andrea	73
August 4, 2017	Arthur Edgar Mills	87
August 19, 2017	Ted William Bush	65
August 25, 2017	Heather M. Bentley	43
September 6, 2017	Sheila Rooney Semrad	82
September 6, 2017	John Henry Valentine	93

<u>Date of Death</u>	<u>Name</u>	<u>Age</u>
October 7, 2017	Gordon Carroll Dike	84
October 12, 2017	Cecelia T. Ardolino	81
November 11, 2017	Vanu Gopol Bose	52
December 24, 2017	Evelyn M. Werner	98
December 30, 2017	Mary Louise Sanderson	99

INTERMENTS IN GREEN CEMETERY

<u>Name of Interment</u>	<u>Age</u>	<u>Date of Death</u>	<u>Date of Interment</u>
Thomas Ernest Gerasch	67	January 3, 2017	January 19, 2017
Mary Rogan Critchlow	70	February 14, 2017	February 16, 2017
Leon Jackson	80	April 9, 2017	April 15, 2017
Robert Adams Dennison, Jr.	89	April 11, 2017	April 22, 2017
Marie T. Padenski	81	April 27, 2017	January 19, 2017
Baby Amy Critchlow	1 day	December 27, 1977	May 19, 2017
Elizabeth G. Brown	93	December 26, 2016	May 20, 2017
Frederick Henry Abrahamsen*		March 14, 2017	April 29, 2017
Leon Jackson*		November 13, 2016	June 3, 2017
Eleanor B. Nei	94	June 5, 2017	June 7, 2017
Herbert W. Wilkie	96	February 3, 2015	June 6, 2017
Virginia Wilkie	86	December 30, 2016	June 6, 2017
Zhonghe Su	81	June 7, 2017	June 10, 2017
Susan Jane Pannell*		October 6, 2016	June 10, 2017

Edna Ann Stacey	89	June 14, 2017	June 17, 2017
Steven Shih Ting LO	98	December 6, 2015	June 24, 2017
Albert Feuerwerker	86	April 27, 2013	June 24, 2017
Arthur Edgar Mills, Jr.	88	August 4, 2017	August 9, 2017
Joan McClane Leftwich	85	August 2, 2017	August 16, 2017
Ted W. Bush	66	August 19, 2017	August 29, 2017
Faith N. Denaro	35	August 24, 2017	September 2, 2017
Burnett C. Buckborough	83	December 7, 2016	September 9, 2017
John Henry Valentine	93	September 6, 2017	September 11, 2017
Sheila Rooney Semrad*		September 6, 2017	September 12, 2017
Cecilia T. Ardolino	81	October 12, 2017	October 17, 2017
Roger A. Scholten*		October 6, 2017	November 6, 2017

****Age unavailable***

DOG LICENSES ISSUED

<u>NO.</u>	<u>TYPE</u>	<u>UNIT COST</u>	<u>TOTAL COST</u>
13	Female	\$ 15.00	\$ 195.00
41	Male	\$ 15.00	\$ 615.00
299	Spayed Female	\$ 10.00	\$ 2,990.00
244	Neutered Male	\$ 10.00	\$ 2,440.00
2	Kennels 1 – 4 Dogs	\$ 35.00	\$ 70.00
2	Kennels 5 – 10 Dogs	\$ 75.00	\$ 150.00
3	Kennels 10 or more dogs	\$\$\$100.00	\$ 300.00
16	Fines	\$ 20.00	\$ 336.00

ANNUAL TOWN MEETING WARRANT

MAY 2, 2017

THE COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To either of the Constables of the Town of Carlisle in the County of Middlesex:

GREETINGS

IN THE NAME OF the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and town affairs, to meet at the Corey Building at 150 Church Street in said Carlisle on Tuesday, May 2nd next, at seven o'clock in the evening, and thereafter continuing from day to day until completed, then and there to act on the following articles:

CONSENT AGENDA

In an effort to streamline Town Meeting and therefore to make it more inviting to voters, the Board of Selectmen has decided to continue with the concept of the Consent Agenda. This agenda speeds the passage of Articles that the Selectmen anticipate, in consultation with the Moderator and Finance Committee, are likely to generate no controversy and can be properly voted on without debate. The purpose of the Consent Agenda is to allow these Articles to be acted upon pursuant to a single motion, and to be passed without debate.

THE TOWN WILL BE ASKED TO APPROVE THE USE OF A CONSENT AGENDA UNDER ARTICLE 1.

Should the Town approve the use of a CONSENT AGENDA, the Selectmen have voted to recommend that the following Articles be acted upon under the Consent Agenda: Articles 2, 3, 4, 5, 6, and 7. The Articles to be taken up under the Consent Agenda are indicated by a double asterisk (**).

At the call of the Consent Agenda, the Moderator will call out the numbers of the Articles, one by one. If one or more voters object to any particular Article being included in the

Consent Agenda, please say the word "Hold" in a loud voice when the number is called. The Article will then be automatically removed from the Consent Agenda and restored to its original place in the Warrant, to be debated and voted upon in the usual manner. After

the calling of the individual items in the Consent Agenda, the Moderator will entertain a SINGLE MOTION that all items remaining on the Consent Agenda be acted upon favorably by the voters.

Please carefully review the list of proposed Articles, which appears in the printed Warrant Book that is mailed to each home. If you have any questions about the consent articles or procedure, please contact the Town Administrator at 978-371-6688 before Town Meeting.

ARTICLE 1 – Consent Agenda: To see if the Town will vote to adopt certain procedures to govern the conduct of the 2017 Annual Town Meeting, or to take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 2 - Town Reports**: To hear and act upon the reports of Town Officers, Boards, Committees, Commissioners, and Trustees, or to take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 3 - Salaries of Elected Officials **: To see if the Town will vote to fix the salaries of the elected officers of the town as provided by M.G.L. c. 41, § 108, as amended, for the Fiscal Year 2018, beginning July 1, 2017, or to take any other action related thereto.

	Voted FY'16	Voted FY'17	Recommended FY'18
Moderator	\$50	\$50	\$50
Town Clerk	\$59,543	\$60,734	\$61,949
Assessors - Chairman	\$100	\$100	\$100
Second Member	\$100	\$100	\$100
Third Member	\$100	\$100	\$100

(BOARD OF SELECTMEN/FINANCE COMMITTEE)

Finance Committee Recommendation: The Finance Committee recommends approval of Article 3.

ARTICLE 4 – Actuarial Valuation of Post-Employment Benefits**: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money to be spent by the Board of Selectmen for the purpose of professional services in connection with GASB 45 actuarial valuation of post-employment benefits for the Town, or to take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

Finance Committee Recommendation: The Finance Committee recommends raising and appropriating \$3,000 to be spent by the Board of Selectmen for professional services connected with the Actuarial Valuation. The intent of this article is to plan for and budget a portion of the cost for the actuarial valuation that must be done every two years by the Treasurer.

ARTICLE 5 – Revaluation **: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money to be spent by the Board of Assessors for the purpose of professional services and other related expenses in connection with revaluation of real estate and personal property in the Town, or take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

Finance Committee Recommendation: The Finance Committee recommends raising and appropriating \$5,000 to be spent by the Board of Assessors for professional services connected with the revaluation. The intent of this article is to plan for and budget a portion of the cost for the revaluation that must be done every five years by the Assessors, in each of the years leading up to the revaluation.

ARTICLE 6 – Real Estate Tax Exemption **: To see if the Town will vote to authorize the Board of Assessors, pursuant to M.G.L. c. 59, § 5 (clause 41C), to grant an additional real estate tax exemption of up to one hundred percent (100 %) of the amount permitted by this statute, or to take any other action related thereto. (BOARD OF SELECTMEN/BOARD OF ASSESSORS)

Finance Committee Recommendation: The Finance Committee recommends authorizing the Board of Assessors to grant this exemption.

ARTICLE 7 - FY 2018 Chapter 90 Authorization **: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow pursuant to any applicable statute a sum of money to be used for reconstruction and improvements of Public Ways, as provided for under the provisions of M.G.L. c. 90, or to take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

Finance Committee Recommendation: The Finance Committee recommends appropriating Chapter 90 funds to fund road reconstruction and improvement of public ways. Under the General Laws, the Commonwealth of Massachusetts will reimburse the Town for these monies.

ARTICLE 8- Department Revolving Funds Authorization: To see if the Town will vote to amend the Town Bylaw by adopting a new Article XVI for the purpose of establishing revolving funds in accordance with Section 53E1/2 of Chapter 44 of the Massachusetts General Laws, as amended by Section 86 of Chapter 218 of the Acts of 2016, and to set the limit on the total amount that may be spent from each revolving fund for Fiscal Year 2018, or to take any other action in relation thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

Finance Committee Recommendation: The Finance Committee recommends approval of Article 8.

ARTICLE 9- Accept M.G.L. Chapter 40, § 57: To see if the Town will vote (1) to accept the provisions of M.G.L. Chapter 40, § 57 to enable the Town of Carlisle to deny any application for, or revoke or suspend a building permit, or any local license or permit including renewals and transfers issued by any board, officer, department for any person, corporation or business enterprise, who has neglected or refused to pay any local taxes, fees, assessments, betterments or any other municipal charges, and (2) to amend the Town Bylaw by deleting Section 14.8 in its entirety and inserting in place thereof a new Section 14.8 as follows:

14.8 Denial or Revocation of Permits

14.8.1 The Town Collector (hereinafter referred to as the "Collector") shall annually, and may periodically, furnish to each department, board or commission, (hereinafter referred to as the "licensing authority") that issues licenses or permits, including renewals and transfers, a list of any person, corporation or business enterprise (hereinafter referred to as the "party") that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.

14.8.2 Denial, revocation or suspension of license or permit.

14.8.2.1 The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers, of any party whose name appears on said list furnished to the licensing authority from the Collector; provided, however, that written notice is given to the party and the Collector, as required by applicable provisions of the law, and the party is given a hearing, to be held no earlier than 14 days after said notice. Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any party.

- 14.8.2.2 The Collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension of said license or permit to any party.
- 14.8.2.3 Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law, except for any appeal from such license denial, revocation or suspension.
- 14.8.2.4 Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the licensing authority receives a certificate issued by the Collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges payable to the town as of the date of issuance of said certificate.

14.8.3 Payment agreement.

Any party shall be given an opportunity to enter into a payment agreement, thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit, and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; provided, however, that the holder be given notice and a hearing as required by applicable provisions of law.

14.8.4 Non-applicability

Sections 14.8.1 through 14.8.3, inclusive, shall not apply to the following licenses and permits:

- A. Open burning (Section 13 of Chapter 48 of the General Laws);
 - B. Sale of articles for charitable purposes (Section 33 of Chapter 101 of the General Laws);
 - C. Children work permits (Section 69 of Chapter 149 of the General Laws);
 - D. Clubs, associations dispensing food or beverage licenses (Section 21E of Chapter 140 of the General Laws);
 - E. Dog licenses (Section 137 of Chapter 140 of the General Laws);
 - F. Fishing, hunting, trapping licenses (Section 12 of Chapter 131 of the General Laws);
 - G. Marriage licenses (Section 28 of Chapter 207 of the General Laws);
- and,

- H. Theatrical events, public exhibition permits (Section 181 of Chapter 140 of the General Laws).

or to take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: The Finance Committee recommends approval of Article 9.

ARTICLE 10 – Fiscal Year 2017 Budget Transfers: To see if the Town will vote to transfer sums of money into various line items of the Fiscal Year 2017 operating budget from other line items of said budget, from unexpended funds in various accounts or from other available funds. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

Finance Committee Recommendation: The Finance Committee recommends the following FY2017 transfers:

To:

<i>01110 Legal</i>	<i>\$20,000</i>
<i>01112 Board of Appeals</i>	<i>42,000</i>
<i>01423 Snow & Ice</i>	<i>51,000</i>
<i>01914 Group Ins/Medicare Tax</i>	<i>90,000</i>
<i>01919 Blanket Insurance</i>	<i><u>5,000</u></i>
<i>Total</i>	<i>\$208,000</i>

From:

<i>01137 Wage Study</i>	<i>\$ 6,250</i>
<i>01209 Auditorium Seat Refurb</i>	<i>10,160</i>
<i>01211 Police Roof Repair/Replace</i>	<i>11,752</i>
<i>01298 Telecommunication Design</i>	<i>65,000</i>
<i>01500 Senior Voucher System</i>	<i>5,000</i>
<i>01612 Library Septic System</i>	<i>10,660</i>
<i>01913 Unemployment Insurance</i>	<i>40,000</i>
<i>01950 Unemployment Ins. Encumbrance</i>	<i>5,000</i>
<i>Free Cash</i>	<i><u>54,178</u></i>
<i>Total</i>	<i>\$208,000</i>

ARTICLE 11 – FY18 Operating Budget: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to fund the various departments, boards, commissions, and operating expenses of the Town for the Fiscal Year 2018, beginning July 1, 2017, or to take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

Article 11

	FY 2017 Budget	FY 2018 Levy Limit Budget
General Government	1,308,106	1,317,118
Protection of Persons & Property	2,518,092	2,612,045
Board of Health	106,292	108,537
Public Works	1,160,241	1,180,414
Public Assistance	243,298	227,879
Education	18,254,264	18,805,118
Library	618,899	619,898
Recreation	159,973	177,172
Insurance & Benefits	1,395,000	1,690,000
Unclassified	152,000	152,000
County Retirement	820,032	877,464
Long Term Debt	1,502,170	1,484,150
Total	28,238,367	29,251,795

General Government

	FY 2017 Budget	FY 2018 Levy Limit Budget
General Government		
General Expense & Town Hall	786,674	795,338
Citizen Recognition	275	275
Treasurer/Collector	186,888	177,993
Town Clerk	78,510	79,967
Registrars & Elections	19,237	19,479
Assessors	137,939	142,549
Planning Board	98,583	101,517
sub-total	1,308,106	1,317,118

General Expenses & Town Hall: The Finance Committee recommends a balanced budget appropriation of \$795,338 for this budget item.

Citizen Recognition: The Finance Committee recommends a balanced budget appropriation of \$275 for this budget item.

Treasurer/Tax Collector: The Finance Committee recommends a balanced budget appropriation of \$177,993 for this budget item.

Town Clerk: The Finance Committee recommends a balanced budget appropriation of \$79,967 for this budget item.

Registrars and Elections: The Finance Committee recommends a balanced budget appropriation of \$19,479 for this budget item.

Assessors: The Finance Committee recommends a balanced budget appropriation of \$142,549 for this budget item.

Planning Board: The Finance Committee recommends a balanced budget appropriation of \$101,517 for this budget item.

Protection of Persons and Property

	FY 2017 Budget	FY 2018 Levy Limit Budget
Protection of Persons & Property		
Police	1,487,100	1,559,997
Fire	492,809	517,460
Communications	352,088	351,986
Conservation	111,283	120,933
Dog & Animal Control	14,998	15,274
Inspectional Services	35,814	36,395
Street-Lighting	24,000	10,000
Sub-total	2,518,092	2,612,045

Police: The Finance Committee recommends a balanced budget appropriation of \$1,559,997 for this budget item.

Fire: The Finance Committee recommends a balanced budget appropriation of \$517,460 for this budget item, with \$464,460 to be raised from taxation or other available funds of the town and \$53,000 to be transferred from the Ambulance Fund.

Communications: The Finance Committee recommends a balanced budget appropriation of \$351,986 for this budget item.

Conservation: The Finance Committee recommends a balanced budget appropriation of \$120,933 for this budget item.

Dog & Animal Control: The Finance Committee recommends a balanced budget appropriation of \$15,274 for this budget item.

Inspectional Services: The Finance Committee recommends a balanced budget appropriation of \$36,395 for this budget item.

Street Lighting: The Finance Committee recommends a balanced budget appropriation of \$10,000 for this budget item.

Board of Health

	FY 2017 Budget	FY 2018 Levy Limit Budget
Board of Health	106,292	108,537

Board of Health: The Finance Committee recommends a balanced budget appropriation of \$108,537 for this budget item.

Public Works

	FY 2017 Budget	FY 2018 Levy Limit Budget
Public Works		
DPW (incl. trees)	741,356	761,529
Snow & Ice	65,785	65,785
Transfer Station	264,684	264,684
Road Maintenance	88,416	88,416
sub-total	1,160,241	1,180,414

DPW: The Finance Committee recommends a balanced budget appropriation of \$761,529 for this budget item.

Snow & Ice: The Finance Committee recommends a balanced budget appropriation of \$65,785 for this budget item.

Transfer Station: The Finance Committee recommends a balanced budget appropriation of \$264,684 for this budget item.

Road Maintenance: The Finance Committee recommends a balanced budget appropriation of \$88,416 for this budget item.

Public Assistance

	FY 2017 Budget	FY 2018 Levy Limit Budget
Public Assistance		
Youth Commission	3,651	3,709
Council on Aging	203,047	212,570
Senior Tax Voucher Program	25,000	
Veteran's Agent and Benefits	11,600	11,600
sub-total	243,298	227,879

Youth Commission: The Finance Committee recommends a balanced budget appropriation of \$3,709 for this budget item.

Council on Aging: The Finance Committee recommends a balanced budget appropriation of \$212,570 for this budget item.

Senior Tax Voucher Program: The Finance Committee recommends that the Senior Tax Voucher Program be funded from the Board of Assessors' Allowance for Abatements and Exemptions account.

Veteran's Agent: The Finance Committee recommends a balanced budget appropriation of \$11,600 for this budget item.

Education

	FY 2017 Budget	FY 2018 Levy Limit Budget
Education		
Carlisle Public Schools	10,629,420	10,946,247
CCRSD	6,107,238	6,463,043
CCRSD debt service	1,344,047	1,320,380
Vocational schools, including debt service	173,559	75,448
sub-total	18,254,264	18,805,118

Carlisle Public Schools: The Finance Committee recommends a balanced budget appropriation of \$10,946,247 for this budget item.

Concord Carlisle Regional High School (CCRSD): The Finance Committee recommends a balanced budget appropriation of \$6,463,043 for this budget item.

Concord Carlisle Regional High School (CCRSD) Debt Service: The Finance Committee recommends a balanced budget appropriation of \$1,320,380 for this budget item, with \$1,185,380 to be raised from taxation or other available funds of the town and \$135,000 to be transferred from Free Cash.

Vocational Schools: The Finance Committee recommends a balanced budget appropriation of \$75,448 for this budget item.

Library

	FY 2017 Budget	FY 2018 Levy Limit Budget
Library	618,899	619,898

Library: The Finance Committee recommends a balanced budget appropriation of \$619,898 for this budget item.

Recreation

	FY 2017 Budget	FY 2018 Levy Limit Budget
Recreation	159,973	177,172

Recreation: The Finance Committee recommends a balanced budget appropriation of \$177,172 for this budget item.

Insurance & Benefits

	FY 2017 Budget	FY 2018 Levy Limit Budget
Insurance & Benefits		
Blanket Insurance	220,000	220,000
Group Insurance	900,000	1,120,000
Contribution to OPEB Trust	225,000	300,000
Unemployment Insurance	50,000	50,000

sub-total

1,395,000

1,690,000

Blanket Insurance: The Finance Committee recommends a balanced budget appropriation of \$220,000 for this budget item.

Group Insurance: The Finance Committee recommends a balanced budget appropriation of \$1,120,000 for this budget item.

Contribution to OPEB Trust: The Finance Committee recommends a balanced budget appropriation of \$300,000 for this budget item with \$225,000 to be raised from taxation or other available funds of the town and \$75,000 to be transferred from Free Cash.

Unemployment Insurance: The Finance Committee recommends a balanced budget appropriation of \$50,000.

Unclassified

	FY 2017 Budget	FY 2018 Levy Limit Budget
Unclassified		
Interest, fees, & costs	1,000	1,000
Public Celebrations	1,000	1,000
Reserve Fund Balance	150,000	150,000
sub-total	152,000	152,000

Interest, Fees, & Costs: The Finance Committee recommends a balanced budget appropriation of \$1,000 for this budget item.

Public Celebrations: The Finance Committee recommends a balanced budget appropriation of \$1,000 for this budget item.

Reserve Fund: The Finance Committee recommends a balanced budget appropriation of \$150,000 for this budget item.

County Retirement

	FY 2017 Budget	FY 2018 Levy Limit Budget
County Retirement	820,032	877,464

County Retirement: The Finance Committee recommends a balanced budget appropriation of \$877,464 for this budget item.

Long Term Debt Service

	FY 2017 Budget	FY 2018 Levy Limit Budget
Long Term Debt	1,502,170	1,484,150

Long Term Debt: The Finance Committee recommends a balanced budget appropriation of \$1,484,150 for this budget item with \$1,432,526 to be raised from taxation or other available funds of the town, \$14,945 to be transferred from the Stabilization fund, and \$36,679 to be transferred from the Reserve for Bond Premiums account.

ARTICLE 12 – CAPITAL EQUIPMENT: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for various capital purposes, or provide by any combination of these methods, or take any other action related thereto. (LONG TERM CAPITAL REQUIREMENTS/BOARD OF SELECTMEN)

Long Term Capital Requirements

FY'18

Department	Project/Program	Amount	Appropriation Expires
Fire	Replace hydraulic generator – ladder truck	\$25,000	June 30, 2020
Fire	Defibrillator replacements	\$15,000	June 30, 2020
Fire	Miscellaneous building projects	\$5,000	June 30, 2020
Library	Technology upgrades	\$4,000	June 30, 2020
Library	Carpet replacement	\$80,000	June 30, 2020
Library	Emergency lighting	\$2,300	June 30, 2020

Library	Miscellaneous maintenance projects	\$5,000	June 30, 2020
Town Hall	Major repair/replacement account	\$5,000	June 30, 2020
Town Hall	Technology upgrades	\$3,000	June 30, 2020
Carlisle School	Annual maintenance projects	\$25,000	June 30, 2020
Carlisle School	Tractor replacement	\$25,985	June 30, 2020
Carlisle School	Technology replacement	\$80,000	June 30, 2020
Police	Technology replacements	\$6,000	June 30, 2020
Police	Cruiser replacements	\$73,800	June 30, 2020
DPW	Snow Plow equipment for new truck	\$20,000	June 30, 2020
	TOTAL	\$375,085	

Long Term Capital Requirements: The Finance Committee and the Long Term Capital Requirements Committee recommend a balanced budget appropriation of \$375,085 for these budget items with \$275,085 to be raised from taxation or other available funds of the town, and \$100,000 to be transferred from Free Cash.

ARTICLE 13 – Special Appropriations: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money to be expended by the Board of Selectmen for the purposes of conducting studies, providing services and facilitating projects for the following departments:

<u>Department</u>	<u>Amount</u>	<u>Purpose</u>
Council on Aging	\$6,500	Social Worker
Assessors	\$5,000	Assessors' Maps updates
Treasurer/Accountant	\$3,500	Financial Consulting
Selectmen Library)	\$12,000	Facility Condition Study (CPS,

or to take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: The Finance Committee recommends approval of Article 13.

ARTICLE 14 – Center Park Maintenance: To see if the Town will vote to raise and appropriate the sum of \$6,000.00 for the purpose of funding for landscaping and maintenance at Center Park, or to take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: The Finance Committee does not recommend approval of Article 14.

ARTICLE 15 – Transfer of Land – 338 Bedford Road
To see if the Town will vote as follows:

To transfer the care, custody, control and management of the of the property at 338 Bedford Road, Carlisle, MA, shown as “Unleased Area” of Lot A on a plan entitled “Plan of Land in Carlisle, Massachusetts (Middlesex County) For: Carlisle Housing Authority” dated November 2, 2015, prepared by Stamski and McNary, Inc., said plan recorded with the Middlesex North District Registry of Deeds in Plan Book 240, Plan 87, containing 3.6775 acres, more or less, from the Carlisle Affordable Housing Trust for affordable housing trust purposes to the Board of Selectmen for the following purposes:

- a. active and passive recreational uses including, without limitation, one or more ballfields and one or more tennis courts, basketball courts, trails, fences, game viewing stands, scoreboards, recreational buildings and structures including without limitation a senior center and/or a community center containing recreational facilities, accessory parking, underground fire cisterns, and the like;
- b. access and egress to and from Bedford Road, a public way, for either or both of the Premises and abutting land now owned by the Town of Carlisle, commonly known as the Banta Davis Land, containing 38 acres, more or less, including without limitations, any multi-family housing;
- c. public and private utilities and service for either or both of the Premises and/or said abutting Banta Davis Land and any building and/or structures which may now or hereafter be located on said Banta Davis Land, including without limitation any multi-family housing, as well as the recreational buildings and/or uses described in (a) above;

or to take any other action in relation thereto.

ARTICLE 16 – Community/Senior Center Feasibility Study: To see if the Town will vote to raise and appropriate the sum of \$20,000 to be expended by the Board of Selectmen for the purpose of funding a feasibility study for a Community/Senior Center where programs and services can be better provided to Carlisle seniors and multiple generations of Carlisle residents. This study will generate a schematic design for a building to be located on the former Goff property at 338 Bedford Road and produce an estimate of construction and operating costs, or take any other action relative thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: The Finance Committee does not recommend approval of Article 16.

ARTICLE 17 – Cranberry Bog Maintenance: To see if the Town will vote to raise and appropriate the sum of \$10,000 to be expended by the Board of Selectmen for the purpose of funding property maintenance at the Cranberry Bog, or take any other action relative thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: The Finance Committee recommends approval of Article 17.

ARTICLE 18 – CCRSD LANDFILL REMEDIATION \$1,200,000: To determine whether the Town will vote to approve \$1,200,000, or any other sum, of debt authorized by the Concord-Carlisle Regional School Committee for landfill remediation; provided, however, that this approval shall be contingent upon passage of a Proposition 2 1/2, debt exclusion referendum under General Laws Chapter 59, §21C(k); to exempt the Town's allocable share of the amounts required for the payment of interest and principal on said borrowing; or take any other action relative thereto. (BOARD OF SELECTMEN)

This article provides Carlisle's share of the cost for remediation of the former private landfill located on Concord-Carlisle Regional School District land, the cost to be assessed annually over a period of years consistent with the term of bonds to be issued by the district with debt service expected to commence in Fiscal Year 2018.

Finance Committee Recommendation: The Finance Committee recommends approval of Article 18.

ARTICLE 19 – PUBLIC SAFETY COMMUNICATIONS SYSTEM APPROPRIATION:

To see if the Town will vote to borrow pursuant to any applicable statute a sum or sums of money to be expended by the Board of Selectmen for the purpose of construction of a public safety communications system, and to authorize the Selectmen to enter into a

contract or contracts for said purpose, provided, however, that this approval shall be contingent upon passage of a Proposition 2 1/2, debt exclusion referendum under General Laws Chapter 59, §21C(k); on said borrowing; or take any other action relative thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: The Finance Committee will make their recommendation for Article 19 at the Town Meeting.

ARTICLE 20 – REDUCE COMMUNITY PRESERVATION ACT SURCHARGE:

To see if the Town will vote in accordance with Section 16(a) of Chapter 44B of the Massachusetts General Laws to reduce the surcharge of the Community Preservation Act, Sections 3 to 7 of Chapter 44B of Massachusetts General Laws, from 2.0% to 1.0% and further to place such reduction if approved by the Town Meeting on the ballot for acceptance by the voters of the Town of Carlisle at the next qualifying Town or State election, or take any action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: The Finance Committee recommends approval of Article 20.

ARTICLE 21 – FY18 PEG Local Access appropriation: To see if the Town will vote to appropriate the sum of \$143,000.00 from the PEG Local Access Receipts reserved for appropriation special revenue account for the purpose of providing local cable access services, equipment and programming for the Town of Carlisle, or to take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: The Finance Committee recommends approval of Article 21.

ARTICLE 22 – Approve/Fund Collective Bargaining Agreements: To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the purpose of funding a successor collective bargaining agreement between the Town of Carlisle and Mass. Coalition of Police Local 201A, or to take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: The Finance Committee will make their recommendation for Article 22 at the Town Meeting.

ARTICLE 23– BOARD OF HEALTH - WATER RESOURCE PROTECTION FUND: To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$7,500.00 for the purpose of establishing a Water Resource Protection Fund to conduct water testing and other water supply related activities, or to take any other action related thereto. (BOARD OF HEALTH)

Finance Committee Recommendation: The Finance Committee recommends approval of Article 23.

ARTICLE 24 – CAPITAL FUNDING - TECHNOLOGY: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute the sum of \$25,000.00 for the purpose of funding for technology capital projects, or to take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: The Finance Committee recommends approval of Article 24.

ARTICLE 25– ESTABLISH OPEB TRUST (MGL CH. 32B, S.20): To see if the Town will vote to accept the provisions of Section 20 of Chapter 32B of the *Massachusetts General Laws*, as amended by Section 15 of Chapter 218 of the Acts of 2016, establishing an Other Post-Employment Benefits Liability Trust Fund; to authorize the Board of Selectmen and Treasurer to execute a declaration of trust creating an expendable trust for the purpose of holding monies appropriated to such fund; to designate the Treasurer as the trustee of such trust; to authorize the transfer of any and all monies currently held for the purpose of paying retiree health and life benefits to such trust; and to authorize the trustee to invest and reinvest the monies in such fund.

Finance Committee Recommendation: The Finance Committee recommends approval of Article 25.

ARTICLE 26 – GENERAL BYLAW AMENDMENT – SECTION 3.3, TREASURER:

To see if the Town will vote amend Section 3.3.1 of the General Bylaws to read as follows:

“3.3 Treasurer

3.3.1 The Treasurer shall receive and take charge of all money belonging to the town and shall pay out all accounts for the town upon receipt of a warrant approved by the Selectmen consistent with G.L. Ch. 41, Section 56, and to take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: The Finance Committee recommends approval of Article 26.

ARTICLE 27 – CPA Annual Recommendations: To see if the town will vote to act on the report of the Community Preservation Committee and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds and to authorize the Board of Selectmen and Conservation Commission to enter into all agreements and execute any and all instruments necessary to acquire, convey, or accept as the case may be, appropriate historic preservation restrictions for historic resources and conservation restrictions for open space, in accordance with Chapter 184 of the General

Laws, to be in compliance with the requirements of Chapter 44B, Section 12 of the General Laws of the Commonwealth, and to take any other action related thereto.

Summary of Motion 1 –FY’18 CPA Appropriations: That the following amounts be appropriated from the Fiscal Year 2018 Community Preservation Fund estimated revenues to the Community Preservation Fund accounts as follows:

- a. Fifty-Four Thousand Five Hundred Dollars (\$54,500) to be appropriated to the Open Space Reserve Fund.
- b. Fifty-Four Thousand Five Hundred Dollars (\$54,500) to be appropriated to the Community Housing Reserve Fund.
- c. Fifty-Four Thousand Five Hundred Dollars (\$54,500) to be appropriated to the Historic Reserve Fund.
- d. Five Thousand Dollars (\$5,000) to be appropriated for Administrative Expenses.
- e. Three Hundred Seventy-Six Thousand Five Hundred Dollars (\$376,500) to be appropriated to the fiscal year 2018 Community Preservation Budget Reserve account.

Summary of Motion 2 (FY’17):

Appropriate \$15,000 from the Historic Reserve Fund to the Carlisle Office of the Town Clerk for restoration and preservation of certain Town of Carlisle records and documents deemed historically significant by the Historical Commission. Any appropriation not expended by June 30, 2019 shall be returned to the Historic Reserve Fund.

Summary of Motion 3 (FY’17):

Appropriate \$18,000 from the Historic Reserve Fund to the Carlisle Office of the Town Clerk to procure an archival records management and retention system for historical documents within the Town vault. To organize, index and properly store in suitable boxes and shelving all historic documents in the vault. Any appropriation not expended by June 30, 2019 shall be returned to the Historic Reserve Fund.

Summary of Motion 4 (FY’17):

Appropriate \$10,000 from the Historic Reserve Fund to the Carlisle Historical Society for installing track lighting fixtures with LED lamps to illuminate displays of historic artifacts, replacing the existing lighting, which emit ultraviolet radiation, which is damaging to susceptible artifacts. Any appropriation not expended by June 30, 2019 shall be returned to the Historic Reserve Fund.

Summary of Motion 5 (FY’18):

Appropriate \$50,000 from the Open Space Reserve Fund to the Carlisle Recreation Commission for rehabilitation of the Banta Davis little league diamond by: scraping and removing the surface of the infield and adjacent lip areas; installing an undersurface layer to allow good field drainage; measure, align, and construct new base paths and pitching mound; install new turf within the infield and adjacent lip areas; and remove bad turf and various areas in the outfield and adjacent field areas as needed. Any appropriation not expended by June 30, 2020 shall be returned to the Open Space Reserve Fund.

Summary of Motion 6 (FY'17):

Appropriate \$5,000 from the Historic Reserve Fund to the Trustees of the Gleason Public Library for preserving the Gleason Public Library Carlisle Mosquito Collection (1988-to date). Any appropriation not expended by June 30, 2019 shall be returned to the Historic Reserve Fund.

Summary of Motion 7 (FY'17):

Appropriate \$24,000 from the Historic Reserve Fund to the Carlisle Historic Commission to perform design and engineering work as generally described in the Central Burying Ground Preservation Master Plan that will address trees and plantings, masonry restoration and reconstruction, the Litchfield Seat stabilization and reconstruction and gravestone preservation. To manage and solicit bids so as to fully quantify costs for an anticipated FY2019 CPA request to fund the actual restoration and preservation activities generally in alignment with the Master Plan. Any appropriation not expended by June 30, 2019 shall be returned to the Historic Reserve Fund.

Beginning in FY15, the Community Preservation Committee began to require the execution of grant agreements with all recipients of CPA funding. The proposed appropriations listed above in will be subject to grant agreements. Summaries of those grant agreements can be found immediately following the Annual Town Meeting warrant. The complete text of the grant agreements can be found on the Town Meeting page of the Town's website at: www.carlislema.gov.

ARTICLE 28 – ACCEPTANCE OF HANOVER AND JOHNSON ROADS:

To see if the Town will vote to lay out Hanover Road and Johnson Road as shown on the plan entitled “Hanover Hill in Carlisle, Massachusetts As-built Plan and Profile, For: Wilkins Hill Realty, LLC Scale: 1” = 40’ August 24, 2007” prepared by Stamski and McNary, last revised February 4, 2016, which plan is recorded with Middlesex North District Registry of Deeds at Book of Plans 227 as Plan 36, and filed with the Town Clerk, or any portion thereof, as a Town way; and further to authorize the Board of Selectmen to acquire by purchase, gift or eminent domain the fee or lesser title interests in said way, and further to see if the Town will vote to raise and appropriate, borrow pursuant to any

applicable statute or transfer from available funds, a sum of money for such purpose: or to take such other actions related thereto. (BOARD OF SELECTMEN)

ARTICLE 29 – HOME RULE PETITION- APPOINTED TOWN CLERK:

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to enact legislation substantially as provided below; provided that the General Court may make clerical or editorial changes in form only to the bill, unless the Board of Selectmen approves amendments to the bill that shall be within the scope of the general public objectives of this petition prior to enactment by the General Court.

SECTION 1. Notwithstanding the provisions of Chapter 41 of the General Laws or any other general law, special law or bylaw to the contrary, the Office of Town Clerk in the Town of Carlisle shall be appointed by the Board of Selectmen. The Town Clerk shall be governed by the Town of Carlisle Personnel Bylaw and shall have all the powers, perform all the duties and be subject to the liabilities and penalties conferred and imposed by the law on town clerks.

SECTION 2. Notwithstanding Section 1, the position of elected Town Clerk shall be abolished upon the expiration of the term of the current elected incumbent, and provided further that such incumbent shall also then become the first appointed Town Clerk, unless sooner resignation or retirement.

SECTION 3. This Act shall take effect upon its passage. (BOARD OF SELECTMEN)

ARTICLE 30 – ZONING AMENDMENT – SOLAR FACILITY OVERLAY DISTRICT

To see if the Town will vote to amend the Zoning Bylaws of the Town of Carlisle as follows:

1. By deleting existing Section 5.8 Solar Photovoltaic Overlay District in its entirety and inserting in its place new Section 5.8 Solar Photovoltaic Facilities, to read as follows:

5.8 Solar Photovoltaic Facilities

5.8.1 The purpose of this Section 5.8 is to facilitate the creation of Solar Photovoltaic Facilities by providing standards for the size, placement, design, construction, operation, maintenance, monitoring, modification and removal of such facilities, which standards address public safety and minimize impacts on scenic, natural and historic resources; providing adequate financial assurance for the eventual decommissioning of such facilities; and to promote the creation of new Large-Scale Ground-Mounted Solar Photovoltaic Facilities by establishing a Solar Photovoltaic Facility Overlay District for construction of a Large-Scale Ground-Mounted Solar Photovoltaic Facility.

5.8.2 Definitions. As used in this Section, the following terms shall have the meanings indicated:

Roof-Mounted Solar Photovoltaic Facility. A solar photovoltaic system that is structurally mounted to the roof of a building or structure and has a nameplate capacity of no more than 25 kW DC. Notwithstanding the above, a Roof-Mounted Solar Photovoltaic Facility may be more than 25kW DC, provided there exists a higher electrical demand for the permitted uses on the lot and/or other lots under the same ownership within the Town of Carlisle, that such demand is documented to the satisfaction of the Building Commissioner, and the facility is no larger than necessary to meet such documented demand.

Accessory Ground-Mounted Solar Photovoltaic Facility. A solar photovoltaic system and all associated equipment and structures which has a nameplate capacity of no more than 25 kW DC that is structurally mounted on the ground, is not larger than 1,250 square feet in aggregate, is accessory to the principal use on the lot, and that benefits and supports the principal use on the same lot.

Intermediate Ground-Mounted Solar Photovoltaic Facility. A solar photovoltaic system and all associated equipment and structures which has a nameplate capacity of more than 25 kW DC and no more than 100 kW DC that is structurally mounted on the ground, and is not larger than 12,000 square feet in aggregate.

Large-Scale Ground-Mounted Solar Photovoltaic Facility. A solar photovoltaic system and all associated equipment and structures which has a minimum nameplate capacity of 250 kW DC that is structurally mounted on the ground, and is not larger than 1.5 acres in aggregate.

Rear Yard. For purposes of this section, the portion of a lot beyond the furthest point of the principal structure opposite the street frontage.

5.8.3 Modifications. All provisions of this Section also pertain to physical modifications that materially alter the type, configuration, or size of a Ground-Mounted Solar Photovoltaic Facility.

5.8.4 Roof-Mounted Solar Photovoltaic Facilities are permitted as-of-right in General Residence District A, General Residence District B, the Business District, Carlisle Center Business District, and Residence District M as an accessory use, subject to the need to obtain the approval of the Historical Commission pursuant to Article IX of the General Bylaws, where applicable, and all generally applicable dimensional requirements including the maximum building height set forth in Section 4.6, and provided further that the facility is mounted to a building or structure that has been primarily

designed and constructed for a use otherwise permitted under zoning, and is actually used as such. The exception to the maximum building height set forth in Section 4.7 shall not apply to Roof-Mounted Solar Photovoltaic Facilities.

5.8.4.1 In accordance with the foregoing, in the event that the Building Commissioner determines that the design or construction of a building or structure is driven primarily by the solar use, the proposed solar facility shall be subject to the permitting requirements applicable to the corresponding (based on size and capacity) class of Ground-Mounted Solar Photovoltaic Facility.

5.8.4.2 If both a Roof-Mounted Solar Photovoltaic Facility and an Accessory Ground-Mounted Solar Photovoltaic Facility are permitted on the same lot, the total nameplate capacity of the systems combined shall not exceed 25 kW DC or that which will meet the documented onsite demand, whichever is higher. The presence of a Roof-Mounted Solar Photovoltaic Facility on a particular lot shall not affect eligibility for Ground-Mounted Solar Photovoltaic Facilities pursuant to Sections 5.8.6, 5.8.7 or 5.8.8, nor shall the presence of such a Ground-Mounted Facility on a particular lot affect eligibility to construct a Roof-Mounted Facility otherwise allowed herein.

5.8.5 Accessory Ground-Mounted Solar Photovoltaic Facilities are permitted as-of-right in General Residence District B, but not in General Residence District A, subject to the provisions of Section 7.6.1, provided that the lot on which a Facility is located conforms with all generally applicable dimensional requirements for new lots in Residence District B. For all lots containing a principal structure, Accessory Ground-Mounted Solar Photovoltaic Facilities shall be installed in the rear yard to the extent practicable.

5.8.6 Intermediate Ground-Mounted Solar Photovoltaic Facilities may be authorized by special permit by the Planning Board in the General Residence District B, but not in General Residence District A, subject to the provisions of Section 7.2, provided that there are no other ground-mounted solar photovoltaic facilities on the lot on which a Facility is located and the lot is a minimum of 4 acres in area and conforms with all other generally applicable dimensional requirements for new lots in Residence District B. For all lots containing a principal structure, Intermediate Ground-Mounted Solar Photovoltaic Facilities shall be installed in the rear yard to the extent practicable.

5.8.7 Large-Scale Ground-Mounted Solar Photovoltaic Facility. The Solar Photovoltaic Facility Overlay District shall consist of an area of

approximately 7 acres comprised of Assessor's Map 21 Parcels 10 & 11 and a 200 ft x 200 ft portion of Map 20 Parcel 1 along its boundaries with Map 21 Parcels 10 & 9, which shall be shown on a map entitled "Property Maps, Carlisle, Massachusetts." The location of renewable energy generation facilities in the form of a Large-Scale Ground-Mounted Solar Photovoltaic Facility shall be permitted as of right in this district.

5.8.7.1 No building permit shall be issued for a Large-Scale Ground-Mounted Solar Photovoltaic Facility and no modifications as described in Section 5.8.3 above shall be allowed without prior approval by the Planning Board pursuant to the Site Plan Review process set forth in Section 7.6 of these Bylaws. Notwithstanding Section 7.6.2 of these Bylaws, a Site Plan for a Large-Scale Ground-Mounted Solar Photovoltaic Facility shall be deemed constructively approved if not acted upon within one year after submission of complete plans and other materials required by Section 7.6 of these Bylaws.

5.8.8 Applications for Site Plan Review or Special Permit shall include evidence that the utility company that operates the electrical grid where the Facility is to be located has been informed and consents to the Ground-Mounted Solar Photovoltaic Facility owner's or operator's plan to connect to the electrical grid. Off-grid systems are exempt from this requirement.

5.8.9 Compliance with Laws. The construction and operation of a Ground-Mounted Solar Photovoltaic Facility shall be consistent with all applicable local, state, and federal requirements, including but not limited to the need to obtain the approval of the Historical Commission pursuant to Article IX of the General Bylaws, where applicable, and all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of or associated with a Ground-Mounted Solar Photovoltaic Facility shall be constructed in accordance with the State Building Code.

5.8.10 Dimensional and Other Requirements. The height of all structures comprising a Ground-Mounted Solar Photovoltaic Facility shall not exceed 12 feet above the pre-existing natural grade.

5.8.10.1 For an Accessory or Intermediate Ground-Mounted Solar Photovoltaic Facility, all setbacks from lots lines shall be at least 40 feet. The Planning Board may require, as a condition of a site plan approval, larger setbacks where appropriate for screening provided, however, that such larger setbacks shall not have the effect of rendering an Accessory Ground-Mounted Solar Photovoltaic Facility infeasible.

5.8.10.2 For a Large-Scale Ground-Mounted Solar Photovoltaic Facility, all setbacks from lots lines shall be at least 40 feet. As part of Site Plan Review, the Planning Board may require larger setbacks if appropriate for screening, provided, however, that such larger setbacks shall not have the effect of rendering a Large-Scale Ground-Mounted Solar Photovoltaic Facility infeasible.

5.8.10.3 In addition to the special dimensional requirements included in Section 5.8.10.1 and 5.8.10.2, all structures included within a Ground-Mounted Solar Photovoltaic Facility shall be subject to reasonable regulations concerning the bulk and height of structures, lot area, setbacks, open space, parking, and building coverage requirements. All such structures, including but not limited to equipment shelters, storage facilities, transformers, and substations shall be architecturally compatible with each other. All structures associated with the Ground-Mounted Solar Photovoltaic Facility shall be reasonably screened from view by vegetation and/or joined or clustered to minimize adverse visual impacts.

5.8.10.4 All utility connections to the Ground-Mounted Solar Photovoltaic Facility shall be via underground lines. Electrical transformers for utility interconnections may be above ground if required by the utility provider; however, they shall be screened from view.

5.8.10.5 Lighting of a Ground-Mounted Solar Photovoltaic Facility shall be consistent with local, state, and federal law. Lighting of other parts of the Facility, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the Facility shall be directed downward and away from residential structures and shall incorporate full cut-off fixtures to reduce light pollution.

5.8.10.6 A sign at a Ground-Mounted Solar Photovoltaic Facility shall be required to identify the owner and operator of the Facility and provide a 24-hour emergency contact phone number. The Facility shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the Facility.

5.8.10.7 The Facility owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the Carlisle Fire Department. Upon request, the owner or operator shall cooperate with local emergency services in developing an emergency response plan. All means of shutting down the Facility

shall be clearly marked. The owner or operator shall identify and provide the Town with contact information for a responsible person for public inquiries throughout the life of the Facility.

5.8.10.8 Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the Ground-Mounted Solar Photovoltaic Facility, or otherwise prescribed by applicable laws, regulations, and bylaws.

5.8.10.9 Additional Findings for Special Permits. In addition to the findings required pursuant to Section 7.2.1, a special permit authorizing an Intermediate Ground Mounted Solar Photovoltaic Facility shall require the Board to find as follows:

5.8.10.9.1 The visibility impact to all abutting properties has been adequately addressed through natural screening, landscaping, fencing, or otherwise;

5.8.10.9.2 The site provides the solar access necessary to make the project feasible as proposed; and

5.8.10.9.3 Site clearing and tree removal will be kept to a minimum, and other impacts to the environment will be avoided or adequately managed.

5.8.11 Maintenance. The owner, operator, successors, and assigns of the Ground-Mounted Solar Photovoltaic Facility shall maintain the Facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and ensuring the integrity of security measures, and otherwise shall be maintained as set forth in any Operations and Maintenance Plan approved by the Planning Board. Site access shall be maintained by the owner or operator of the Facility at its sole cost, unless any access road(s) are accepted as a public way.

5.8.12 Abandonment or Decommissioning

5.8.12.1. Removal Requirements: Any Ground-Mounted Solar Photovoltaic Facility that has reached the end of its useful life or has been abandoned consistent with sub-section 5.8.12.2 of this section shall be removed. The owner or operator shall physically remove the Facility no more than 180 days after the date of discontinued operations. The owner or operator shall notify the Building Commissioner by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning of the Facility shall consist of:

Physical removal of the Facility and all associated structures,

equipment, security barriers, cables, and transmission lines from the site;

Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations; and

Stabilization or re-vegetation of the site as necessary to minimize erosion. With prior written authorization from the Planning Board, the owner or operator of the Facility may leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

5.8.12.2 Abandonment: Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the Facility shall be considered abandoned when it fails to operate for more than one year without the written consent of the Planning Board. If the owner or operator of the Facility fails to remove the Facility in accordance with the requirements of this section within 180 days of abandonment or the proposed date of decommissioning, the Town may enter the property and physically remove the Facility.

5.8.12.3 Financial Surety: The owner or operator of an Intermediate or Large-Scale Ground-Mounted Solar Photovoltaic Facility shall provide a form of surety acceptable to the Planning Board, either through escrow account, bond or otherwise, to cover the cost of removal in the event the Town must remove the Facility and restore the landscape, in an amount and form determined to be reasonable by the Planning Board, but in no event to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein. Such surety will not be required for a municipally- or state-owned Facility. The project owner or operator shall submit a fully inclusive estimate of the costs associated with removal of the Facility, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation. Upon a showing of good cause, the Planning Board may accept a surety that is effective for a fixed term of less than the anticipated useful life of the project, subject to a special permit condition specifically requiring that a substitute surety, otherwise acceptable and consistent with this section, is provided before the surety expires, so that the Town's surety remains effectively uninterrupted.

5.8.13 Rules and Regulations. The Planning Board shall adopt reasonable rules and regulations for the submission of applications for a special permit hereunder.

2. By inserting in the second paragraph of Section 7.2 Special Permits a reference to new Section #5.8.6 (Intermediate Ground-Mounted Solar Photovoltaic Facilities), so that said

paragraph reads as follows:

The Board of Appeals shall be the special permit granting authority for all special permits except as provided in Section #5.1 (Residence District M), Section #5.2 (Wetland/Flood Hazard District), Section #5.4 (Private Driveways), Section #5.5 (Conservation Clusters), Section #5.6 (Accessory Apartments), Section #5.7 (Senior Residential Open Space Community), Section #5.8.6 (Intermediate Ground-Mounted Solar Photovoltaic Facilities), and Section #5.9 (Personal Wireless Service Facilities).

3. By amending Section 7.6.1 to include Intermediate Ground-Mounted Solar Photovoltaic Facilities among the non-residential uses that are not subject to site plan review, and to add a new subsection 7.6.1.7 specifically requiring site plan review for Accessory Ground-Mounted Solar Photovoltaic Facilities, so that said sections read as follows:

7.6.1 For the purpose of administering the provisions of the bylaw relating to non-residential and certain other uses in all districts, not including senior residential open space community as allowed under Section 5.7 of these bylaws, personal wireless communication facilities as allowed under Section 5.9 of these bylaws, accessory apartments as allowed under Section 5.6 of these bylaws, intermediate ground-mounted solar photovoltaic facilities as allowed under Section 5.8.6 of these bylaws, and accessory uses permitted in the General Residence Districts under Section 3.2.1.11 of these bylaws, and to ensure the most advantageous use of all properties within the same district and for the reasonable protection of the legitimate interests of adjoining property owners, site plan approval shall be required prior to the:

7.6.1.7 Construction, installation or modification of an Accessory Ground-Mounted Solar Photovoltaic Facility as allowed under Section 5.8.5.

or to take any other action related thereto.

ARTICLE 31 – ZONING AMENDMENT – ACCESSORY APARTMENTS

To see if the Town will vote to amend the Zoning Bylaws of the Town as follows:

1. By amending Section 5.6 Accessory Apartments as set forth below, with the text to be added to the existing section shown within the article in italics, and the deletions from the existing section shown within the article in strikethrough:

5.6 Accessory Apartments

5.6.1 Purpose

To increase the availability of moderately priced housing for town employees, the young, the elderly, people of low and moderate income, and dependent relatives of town residents by permitting the creation of accessory apartments by:

- 5.6.1.1 Providing an opportunity for homeowners who can no longer physically or financially maintain their single-family home to remain in homes that they might otherwise be forced to leave;
- 5.6.1.2 Making housing units available to low and moderate income households who might otherwise have difficulty finding homes within the town;
- 5.6.1.3 Provide a variety of housing to meet the needs of its residents;
- 5.6.1.4 Protect stability, property values, and the single-family residential character of a neighborhood;
- 5.6.1.5 Legalize conversions to encourage the Town to monitor conversions for compliance with the State Building Code; and
- 5.6.1.6 Create incentives and modify regulations to encourage the creation of affordable accessory apartments that will count towards meeting the Town's Planned Production goals under the provisions of MGL Chapter 40B.

5.6.2 Considerations

The Town has limited water resources, lacks a significant aquifer, does not have municipal water and sewage systems, and as a result, must be sensitive to the burden and impact of any increase in housing density. Limiting the number of the accessory apartments is intended to minimize the impact on those finite resources, although the scope of the impact hereunder is believed to be offset by the public benefit afforded by this permitted use.

5.6.3 Definitions

- 5.6.3.1 An "accessory apartment" ("AA unit") is a distinct portion of a single-family dwelling *or a unit in an accessory structure on a single-family lot*, having its own kitchen and bathroom facilities, and subordinate in size to the principal part of said dwelling *or, if an accessory structure, subordinate in size to the principal structure.*

5.6.3.2 An “affordable accessory apartment” (“AAA” unit) is a distinct portion of a single-family dwelling, a unit in an accessory structure on a single-family lot, or a unit accessory to a non-residential use, in all cases having its own kitchen and bathroom facilities, being subordinate in size to the principal part of said dwelling or structure, and meeting the affordability requirements under the provisions of MGL Chapter 40B.

5.6.4 Special Permits

An owner or owners may apply to the Planning Board for a special permit for the construction and occupancy of one (1) ~~accessory apartment~~ AA unit or AAA unit (as defined in Section 5.6.3) in a single-family or in a non-residential structure, the accessory apartment thus created being hereinafter referred to in this subsection #5.6 as an apartment.

5.6.5 Procedure

The Planning Board shall notify the Board of Health of the application for a special permit hereunder and allow them a reasonable time to inspect and comment upon said application. The Planning Board may grant a special permit under this Section upon findings that the request is compatible with the purpose of this Section, meets the minimum requirements hereunder.

After notice and public hearing as may be required by the General Laws of the Commonwealth, the Planning Board may grant such a special permit for the creation of an accessory apartment provided that:

5.6.5.1 no more than 75 special permits for accessory apartments shall be issued, *of which no more than 25 may be in accessory structures;*

5.6.5.2 the apartment is accessory to the principal residence and will be a complete, separate housekeeping unit that functions as a separate unit from the original single-family dwelling;

5.6.5.2.1 An AA unit may be placed in an accessory structure provided that the lot conforms with all generally applicable dimensional requirements for new lots in Residence District B, the accessory structure conforms to street, side and rear setback requirements established in Sections 4.2 and 4.3.2 of these bylaws, and both the principal structure and the accessory structure were constructed more than ten (10) years prior to the date of application for the special permit.

5.6.5.2.2 Any addition less than ten (10) years old shall be deemed to be part of the structure(s) provided that the addition does not increase the floor area of the original structure(s) by more than 10% and provided further that the addition does not alter the character of the structure.

5.6.5.2.3 An AAA units may be placed in ~~detached~~ an accessory structures, including a pre-existing structures and a new structures, providing the new structures ~~are~~ is appropriate to the single-family character of the neighborhood and ~~comply~~ complies with all other provisions of the zoning bylaws.

- 5.6.5.3 the floor area of the apartment does not exceed 1200 square feet. *In cases where an AA unit is proposed to be located in an accessory structure that has greater than 1200 square feet of gross floor area, including without limitation basement and attic area, the special permit shall include a condition requiring periodic inspections by the Building Commissioner to confirm that there has been no unauthorized expansion of the AA, or an alternate method of confirming the same that is satisfactory to the Planning Board;*
- 5.6.5.4 the floor area of the apartment is less than 35% of the floor area of the principal residence and the proposed apartment combined, as measured after conversion, except that for AAA units, the floor area is less than 50% of the floor area of the single-family structure or non-residential structure and the proposed apartment combined;
- 5.6.5.5 either the apartment or the principal residence is occupied by the owner(s) of the lot on which the apartment is to be located, except for bona fide temporary absences. If the lot on which the apartment is to be located is owned by the Town of Carlisle or used for non-residential purposes, the owner-occupancy requirement of this paragraph shall not be applicable as long as the lot and the structures thereon continue to be owned by the Town of Carlisle or used for non-residential purposes;
- 5.6.5.6 adequate provision has been made for the disposal of sewage, waste and drainage generated by the occupancy of such apartment in accordance with the requirements of the Commonwealth or the Carlisle Board of Health, whichever is applicable;

- 5.6.5.7 in consideration of the neighborhood and the existing access to the street of the single-family dwelling, adequate provision has been made for ingress and egress to the apartment from said street, *provided that there shall not be more than one driveway or curb cut providing access to the structure or structures except for existing half circular or horseshoe driveways located in the front of the structure(s);*
- 5.6.5.8 the construction and occupancy of the apartment will not be detrimental to the neighborhood in which the lot is located or injurious to persons or property;
- 5.6.5.9 the lot on which the apartment and principal residence are located contains at least two (2) acres; except that an AAA unit shall be permitted on any legal building lot provided the owner complies with all other provisions of the zoning bylaw;
- 5.6.5.10 no more than two bedrooms are allowed ~~for lots less than three (3) acres in area~~ *in an AA or an AAA unit;*
- 5.6.5.11 adequate provision has been made for off street parking of motor vehicles in such a fashion as is consistent with the character of a single-family residence;
- 5.6.5.12 there is no other apartment on the lot on which the apartment is to be located;
- 5.6.5.13 the external appearance of said house before or after the creation of the apartment is that of a single-family residence. In general, any new entrances shall be located on the side or rear of the building *and all stairways to upper floors shall be enclosed within the exterior walls of the dwelling.* Any new additions or structures associated with the AAA unit may be permitted providing they are appropriate to the character of the principal residence; ~~and~~
- 5.6.5.14 the construction of any accessory apartment must be in conformity with the State Building Code requirements; *and*
- 5.6.5.15 ~~5.6.5.14~~ *the apartment shall not be held in, or transferred into separate ownership from the Principal Unit under a condominium form of ownership, or otherwise.*
- 5.6.6 No accessory apartment shall be used unless the owner or owners of the building have a permit issued hereunder or as otherwise provided in the Bylaws. The renewal of any accessory apartment permit previously granted shall not be denied by reason of amendments to Section #5.6 after the granting of the original permit, notwithstanding the failure of the apartment to conform to said Section as thus amended.

- 5.6.7 A special permit granted under this Section #5.6 shall lapse if, within one (1) year from the grant thereof (not including such time as is required to pursue or await the determination of an appeal) a substantial use of the permit has not sooner commenced except for good cause.
- 5.6.8 The special permit shall not become effective until a copy, certified by the Town Clerk as provided by Chapter 40A, Section 11 of the General Laws, has been recorded with Middlesex North District Registry of Deeds.
- 5.6.9 For AAA units, a Deed Restriction/Regulatory Agreement (“Agreement”) with the following provisions shall be signed and recorded with the Middlesex North Registry of Deeds by the owner of an AAA unit:
- 5.6.9.1 The Agreement is for a minimum of 15 years,
 - 5.6.9.2 The Agreement will terminate upon sale of the property,
 - 5.6.9.3 An owner may terminate the Agreement prior to its expiration, which will revoke the special permit. Thereupon, the apartment must be removed unless the owner applies for and receives a new special permit,
 - 5.6.9.4 Upon termination of this Agreement, additional restrictions shall apply regarding repayment to the Town of any funds received from the Town pursuant to a grant or loan agreement,
 - 5.6.9.5 An owner must rent to income-qualified tenants selected through an open process to be defined by the Local Initiative Program (760 CMR 45.03) guidelines,
 - 5.6.9.6 An owner must set the rent according to the methodology prescribed in the Local Initiative Program guidelines.
- 5.6.10 The special permit authorizing an accessory apartment shall terminate upon the sale of the property or transfer of title of the building; provided, however, that a sale or transfer of title shall not dispossess the then resident(s) of the accessory apartment of their tenancy. The new owner or owners may apply for a reapproval of the special permit which, if the Planning Board finds that conditions at the time of the original application remain substantially unchanged, shall be approved without a hearing. A special permit granted hereunder shall not terminate upon a transfer of title which converts an owner's individual title to a tenancy by the entirety or a joint tenancy for the owner and his or her spouse or to otherwise provide for said spouse to share in the ownership of the property.

5.6.11 The Planning Board shall adopt reasonable rules and regulations for the submission of applications for a special permit hereunder. Said rules and regulations shall be concise, easily understood and will contain a step by step explanation of the procedure to obtain the special permit. In order to assure that such rules and regulations may be easily understood and followed, the Planning Board will submit them to and consult with the Housing Authority, the Council on Aging, the Building Inspector, the Board of Health and the Selectmen and allow a reasonable time before adoption by the Planning Board for such boards to comment.

5.6.12 The Carlisle Housing Authority shall adopt reasonable guidelines for administering and monitoring AAA units in accordance with the Local Initiative Program.

2. By inserting in Section 1.3 Definitions, as new Section 1.3.1, a definition to read as follows:

1.3.1 A “dwelling” or "dwelling unit" is a structure or portion thereof providing complete, independent living facilities for one or more persons, including provisions for living, sleeping, eating, cooking and sanitation.

and renumbering the remaining existing definitions in Section 1.3 in sequential order to account for the addition of this new definition.

3. By deleting from Section 3.2.1.11.1 (accessory uses permitted as of right in General Residence Districts) the words “Private family guest house,” and capitalizing the word “garage,” so that said section reads as follows:

3.2.1.11.1 Garage, stable, greenhouse, tool shed, play-house, tennis court, swimming pool or other similar building or structure for domestic storage or use.

and by inserting a new Section 3.2.1.11.6, to read as follows:

3.2.1.11.6 A private family guest house without a kitchen or other facilities for the preparation of food which is used only for the occasional housing of guests of the occupants of the principal structure and which may not be used as a dwelling unit.

or to take any other action related thereto.

ARTICLE 32 – ZONING AMENDMENT – BEDFORD ROAD:

To see if the Town will vote to amend the Zoning District Map, Carlisle, Mass. dated with "Map Updated, January 1, 1988". As the current owner of the property located at 21-23 Bedford Road, I would like the town to revise the Zoning District Map to include

the entirety of the property at 21-23 Bedford Road in the Carlisle Center Business district. Currently the property at 21-23 Bedford Road is bisected in roughly half by the Carlisle Center Business district boundary line. The North portion of the property is in the Carlisle Center Business district and the southern half is in the Residence A district.

The proposed amendment seeks to enlarge the Carlisle Center Business district by approximately 1/4 acre, extending the district boundary to the northerly edge of Bedford Road, thus creating a single zoning designation for the property.
(CITIZENS' PETITION)

ARTICLE 33 – ZONING AMENDMENT – RECREATIONAL MARIJUANA MORATORIUM:

To see if the Town will vote to amend the Zoning Bylaw by adopting a new Section 5.11 entitled Temporary Moratorium on Marijuana Establishments, to read as follows:

5.11 Temporary Moratorium on Marijuana Establishments

5.11.1 Purpose. By vote at the State election on November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, manufacture, processing, distribution, sale, possession, testing and use of marijuana. The law provides that it is effective on December 15, 2016, and that a new state agency, the Cannabis Control Commission (CCC), is required to issue regulations regarding implementation by March 15, 2018.

The regulation of such Marijuana Establishments raises novel and complex legal, planning, and public safety issues. The Town needs time to consider and address these issues, as well as the potential impact of the forthcoming Cannabis Control Commission regulations, by means of a comprehensive planning process to consider amending the Zoning Bylaw to regulate Marijuana Establishments. The temporary moratorium provided in Section 5.11.3 is intended to allow sufficient time for the Town to engage in such a planning process and to adopt suitable Zoning Bylaw provisions in a manner consistent with sound land-use planning objectives.

5.11.2 Definition. As used in Section 5.11.3, the term “Marijuana Establishment” shall mean a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer, or any other type of marijuana-related business, subject to regulation under Chapter 94G of the Massachusetts General Laws; provided, however, that a “Medical Marijuana Treatment Center” or “RMD” shall not be deemed to be a Marijuana Establishment.

5.11.3 Temporary Moratorium. For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures as a Marijuana Establishment. The moratorium shall be in effect through December 31, 2018, unless extended, continued, or modified as a subsequent Town Meeting. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of Marijuana Establishments and other related land uses and structures, consider the Cannabis Control Commission regulations regarding Marijuana Establishments when they are issued, and shall consider adopting new provisions of the Zoning Bylaw governing the location, operation and effects of Marijuana Establishments for consideration by the 2018 Annual Town Meeting.

or take any other action in relation thereto.

TOWN ELECTION
7:00 A.M. TO 8:00 P.M.

And in the name of the Commonwealth of Massachusetts you are hereby further required to notify and warn the inhabitants of the Town of Carlisle, qualified as aforesaid, to go to the Town Hall Building at 66 Westford Street in said Carlisle on Tuesday, the 13th day of June, 2017 between the hours of seven o'clock forenoon and eight o'clock in the afternoon and there to vote on the following:

ELECTION OF OFFICERS – To see if the Town will vote on the election of the following Town Officers:

Moderator	one for a term of one year
Selectmen	two for a term of three years
Board of Assessors	one for a term of three years
Board of Health	one for a term of three years
Board of Health	one for a term of two years
Library Trustees	one for a term of three years
Planning Board	two for a term of three years
Planning Board	one for a term of one years
School Committee	two for a term of three years

And you are directed to serve this warrant by posting a true and attested copy thereof at the Town Hall and at the Post Office in said Town of Carlisle at least seven days prior to the time of holding said meeting.

REDUCE COMMUNITY PRESERVATION ACT SURCHARGE
M.G.L. C. 44B, §16(A)

Question 1: Shall the Town of Carlisle vote pursuant to *M.G.L. c.44B, §16(a)*, to amend the amount of the Community Preservation Act surcharge to 1%?

YES_____ NO_____

DEBT EXCLUSION QUESTIONS
M.G.L. C. 59, §21C(k)

Question 2: Shall the Town of Carlisle be allowed to exempt from the provisions of proposition two and on-half, so-called, the amounts required to pay for the Town of Carlisle's apportioned share of a bond to be issued by the Concord-Carlisle Regional School District to pay for landfill remediation for the District?

YES_____ NO_____

Question 3: Shall the Town of Carlisle be allowed to exempt from the provisions of proposition two and on-half, so-called, the amounts required to pay for the bond issued in order to pay for a public safety communications system?

YES _____ NO _____

THEREOF FAIL NOT and make return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of holding the meeting aforesaid.

Given under our hands this 28th day of March in the Year of Our Lord 2017.

BOARD OF SELECTMEN

Nathan C. Brown, Chairman

Luke Ascolillo, Vice Chairman

William Riso, Clerk

Kerry Kissinger

Claude von Roesgen

A True Copy Attest:

_____, Constable

Middlesex, ss.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of Carlisle by posting up attested copies of the same at the United States Post Office and on the Town Bulletin Board in said town at least seven (7) days before the date of the meeting, as within directed.

Constable of Carlisle

Date Posted: _____

ANNUAL TOWN MEETING MINUTES

MAY 2, 2017 & MAY 3, 2017

The annual Town Meeting was convened May 2, 2017, at the Corey Building. A quorum of 150 voters was reached, and the meeting called to order by Moderator Wayne Davis at 7:20 PM. There were 263 voters present. The hour was late and the Moderator decided to continue the Meeting on May 3, 2017 at 7 PM in the Corey Building. The meeting was adjourned at 10:23 PM.

The annual Town Meeting was reconvened on May 3, 2017, at the Corey Building. A quorum of 150 voters was reached, and the meeting was called to order by Moderator Wayne Davis at 7:28 PM. There were 244 voters present. There being no further business to come before the meeting, the Annual Town Meeting was adjourned at 10:22 PM.

Before the Warrant was opened, the Moderator explained how the meeting would be conducted, noted the Fire Exits, and announced that if needed due to an emergency, the meeting would be reconvened the following day.

Chairman Nathan Brown thanked the many volunteers that give so generously of their time and efforts in serving on the wide variety of Boards and Committees in the Town of Carlisle. The Town would not be able to function without their help. He also thanked the Town Employees who have departed giving special recognition to those who retired this year after long years of service.

Moderator Wayne Davis then described the Consent Agenda, the Rules of the Town Meeting, and explained the declared 2/3 majority vote method. The Warrant was opened at 7:41 PM/

ARTICLE 1: Consent Agenda:

On motion of Nathan Brown it was voted by a declared majority to consider Articles 2 through 7 in one motion and that the motions for Articles 2 through 7 be hereby adopted as printed in the Motions Handout at Town Meeting, as indicated by a double asterisk (**), and recommended by the Finance Committee.

At the call of the Consent Agenda, the Moderator will call out the numbers of the Articles, one by one. If one or more voters object to any particular Article being included in the Consent Agenda, please say the word "Hold" in a loud voice when the number is called. The Article will then be automatically removed from the Consent Agenda and restored to its original place in the Warrant, to be debated and voted upon in the usual manner. After the calling of the individual items in the Consent Agenda, the Moderator will entertain a

SINGLE MOTION that all items remaining on the Consent Agenda be acted upon favorably by the voters.

ARTICLE 2: Town Reports**

At the call of the Consent Agenda, it was voted by a declared majority vote to accept the reports of Town Officers, Boards, Committees, Commissioners, and Trustees as published in the permanent records of the Town, it being understood that such acceptance does not constitute a ratification of the contents of those reports.

ARTICLE 3 – Salaries of Elected Officials**: At the call of the Consent Agenda, it was voted by a declared majority vote to fix the salaries of the elected officers of the town as provided by Chapter 41, Section 108 of the General Laws as amended, for the Fiscal Year 2018, beginning July 1, 2017, as follows:

	<u>Voted FY'16</u>	<u>Voted FY'17</u>	<u>Recommended FY'18</u>
Moderator	\$50	\$50	\$50
Town Clerk	\$59,543	\$60,734	\$61,949
Assessors - Chairman	\$100	\$100	\$100
Second Member	\$100	\$100	\$100
Third Member	\$100	\$100	\$100

ARTICLE 4 – Actuarial Valuation of Post-Employment Benefits**: At the call of the Consent Agenda, it was voted by a declared majority vote to raise and appropriate Three Thousand Dollars (\$3,000) from the FY 2018 tax levy and other general revenues of the Town to be spent by the Board of Selectmen for the purpose of professional services in connection with GASB 45 actuarial valuation of post-employment benefits obligations for the Town.

ARTICLE 5 – Revaluation **:

At the call of the Consent Agenda it was voted by a declared majority that the Town raise and appropriate Five Thousand Dollars (\$5,000) from the FY 2018 tax levy and other general revenues of the Town to be spent by the Board of Assessors for the purpose of professional services and other related expenses in connection with the property revaluation process.

ARTICLE 6 – Real Estate Tax Exemption **:

Upon call of the Consent Agenda it was moved by a declared majority that the Town vote to accept the provisions of M.G.L. Chapter 59, Section 5C1/2 to provide an additional real estate tax exemption of one hundred (100%) percent of the exemption provided under M.G.L. Chapter 59, Section 5, Clause 41C, in the fiscal year beginning July 1, 2017.

ARTICLE 7 - FY 2018 Chapter 90 Authorization **:

Upon call of the Consent Agenda it was voted by a declared two-thirds majority that the Treasurer of the Town, with the approval of the Selectmen, be authorized to borrow Two Hundred Fifty-Eight Thousand Thirty-Three Dollars (\$258,033) to be expended by the Board of Selectmen for the reconstruction and improvement of public ways in the town as provided for pursuant to the provisions of Section 34(2) (a) of Chapter 90 of the General Laws, such borrowing to be in anticipation of, and conditioned upon, reimbursement by the Commonwealth pursuant to said Chapter 90.

ARTICLE 8- Department Revolving Funds Authorization:

On motion of Nathan Brown it was voted by declared unanimous vote that the Town:

- (1) amend the General Bylaws by adding a new Article XVI for the purpose of establishing revolving funds in accordance with Section 53E1/2 of Chapter 44 of the Massachusetts General Laws, as amended by Section 86 of Chapter 218 of the Acts of 2016, as follows:

ARTICLE XVI REVOLVING FUNDS

16.1 Establishment of Revolving Funds

Pursuant to Section 53E1/2 of Chapter 44 of the General Laws, the Town of Carlisle hereby establishes the following individual revolving funds:

16.1.1 School Bus Revolving Fund.

Funds held in the School Bus Revolving Fund shall be used to provide transportation for seventh and eighth grade students and shall be expended by the School Committee. Receipts credited to this fund shall include school bus user fees collected by the School Department.

16.1.2 Board of Health Inspections Revolving Fund.

Funds held in the Board of Health Inspections Revolving Fund shall be used for expert engineering and consulting services to review septic and well installations and repairs, sanitary inspections, and other reimbursable expenses related to Board of Health inspections and shall be expended by the Board of Health. Receipts credited to this fund shall include inspection fees charged by the Board of Health.

16.1.3 Hazardous Waste Revolving Fund.

Funds held in the Hazardous Waste Revolving Fund shall be used for Transfer Station recycling expenses and household hazardous waste collection and disposal and shall be expended by the Board of Selectmen. Receipts credited to this fund shall include Transfer Station user fees and grants received for these purposes.

16.1.4 Trails Committee Revolving Fund.

Funds held in the Trails Committee Revolving Fund shall be used for the building, maintaining and enhancing recreation trails and shall be expended by the Board of Selectmen. Receipts credited to this fund shall include funds received from the sale of the book "Trails in Carlisle."

16.1.5 Foss Farm Revolving Fund.

Funds held in the Foss Farm Revolving Fund shall be used for activities conducted at, and maintenance of, Foss Farm and shall be expended by the Conservation Commission. Receipts credited to this fund shall include user fees from Foss Farm.

16.1.6 Conservation Commission Building Maintenance Revolving Fund.

Funds held in the Conservation Commission Building Maintenance Revolving Fund shall be used for maintenance and repairs associated with buildings located on land under the care, custody and control of the Conservation Commission and shall be expended by the Conservation Commission. Receipts credited to this fund shall include user fees and building rental fees collected for the use of such buildings.

16.1.7 Historical Commission Revolving Fund.

Funds held in the Historical Commission Revolving Fund shall be used for expenses related to filings and other applications submitted to the Historical Commission and shall be expended by the Historical Commission. Receipts credited to this fund shall include filing fees charged by the Historical Commission.

16.1.8 Youth Commission Revolving Fund.

Funds held in the Youth Commission Revolving Fund shall be used to provide for events sponsored by the Youth Commission and shall be expended by the Board of Selectmen. Receipts credited to this fund shall include user fees charged for admission to such events.

16.1.9 Building Department Revolving Fund.

Funds held in the Building Department Revolving Fund shall be used to cover inspectional services and related administrative expenses and shall be expended by the Board of Selectmen. Receipts credited to this fund shall include user fees charged for inspectional services.

16.1.10 Council on Aging Events Revolving Fund.

Funds held in the Council on Aging Events Revolving Fund shall be used for activities, programs and events sponsored by the Council on Aging and shall be expended by the Council on Aging. Receipts credited to this fund shall include user fees charged by the Council on Aging.

16.1.11 Council on Aging Transportation Revolving Fund.

Funds held in the Council on Aging Transportation Revolving Fund shall be used to cover expenses of transportation services for Carlisle residents by the Council on Aging and shall be expended by the Council on Aging. Receipts credited to this fund shall include user fees for such transportation services.

and,

(2) to set the limit on the total amount that may be spent from each revolving fund for Fiscal Year 2018, as follows:

- a. School Bus Revolving Fund: \$60,000.00
- b. Board of Health Inspections Revolving Fund: \$60,000.00

- c. Hazardous Waste Revolving Fund: \$60,000.00
- d. Trails Committee Revolving Fund: \$10,000.00
- e. Foss Farm Revolving Fund: \$2,500.00
- f. Conservation Commission Building Maint. Revolving Fund: \$30,000.00
- g. Historical Commission Revolving Fund: \$3,000.00
- h. Youth Commission Revolving Fund: \$10,000.00
- i. Building Department Revolving Fund: \$125,000.00
- j. Council on Aging Events Revolving Fund: \$30,000.00
- k. Council on Aging Transportation Revolving Fund: \$15,000.00

ARTICLE 9- Accept M.G.L. Chapter 40, § 57:

On Motion of Kerry Kissinger it was voted by a declared majority that the Town (1) accept the provisions of M.G.L. Chapter 40, § 57 to enable the Town of Carlisle to deny any application for, or revoke or suspend a building permit or any local license or permit including renewals and transfers issued by any board, officer, department for any person, corporation or business enterprise, who has neglected or refused to pay any local taxes, fees, assessments, betterments, or any other municipal charges, and (2) to amend the Town Bylaw by deleting Section 14.8 in its entirety and inserting in place thereof a new Section 14.8 as follows:

14.8 Denial or Revocation of Permits

14.8.1 The Town Collector (hereinafter referred to as the "Collector") shall annually, and may periodically, furnish to each department, board or commission, (hereinafter referred to as the "licensing authority") that issues licenses or permits, including renewals and transfers, a list of any person, corporation or business enterprise (hereinafter referred to as the "party") that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.

14.8.2 Denial, revocation or suspension of license or permit.

14.8.2.1 The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers, of any party whose name appears on said list furnished to the licensing authority from the Collector; provided, however, that written notice is given to the party and the Collector, as required by applicable provisions of the law, and the party is given a hearing, to be held no earlier than 14 days after said notice. Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any party.

14.8.2.2 The Collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension of said license or permit to any party.

14.8.2.3 Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law, except for any appeal from such license denial, revocation or suspension.

14.8.2.4 Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the licensing authority receives a certificate issued by the Collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges payable to the town as of the date of issuance of said certificate.

14.8.3 Payment agreement.

Any party shall be given an opportunity to enter into a payment agreement, thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit, and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; provided, however, that the holder be given notice and a hearing as required by applicable provisions of law.

14.8.4 Non-applicability

Sections 14.8.1 through 14.8.3, inclusive, shall not apply to the following licenses and permits:

- A. Open burning (Section 13 of Chapter 48 of the General Laws);
- B. Sale of articles for charitable purposes (Section 33 of Chapter 101 of the General Laws);
- C. Children work permits (Section 69 of Chapter 149 of the General Laws);
- D. Clubs, associations dispensing food or beverage licenses (Section 21E of Chapter 140 of the General Laws);
- E. Dog licenses (Section 137 of Chapter 140 of the General Laws);
- F. Fishing, hunting, trapping licenses (Section 12 of Chapter 131 of the General Laws);
- G. Marriage licenses (Section 28 of Chapter 207 of the General Laws); and,
- H. Theatrical events, public exhibition permits (Section 181 of Chapter 140 of the General Laws).

ARTICLE 10- Fiscal Year 2017 - Budget Transfers:

On motion of Scott Triola it was voted by declared unanimous vote that the Town transfer sums of money into various line items of the Fiscal Year 2017 operating budget from other line items of said budget, from unexpended funds in various accounts or from other available funds as follows:

To:

01110 Legal	\$20,000
01112 Board of Appeals	42,000
01423 Snow & Ice	51,000
01914 Group Ins/Medicare Tax	90,000
01919 Blanket Insurance	<u>5,000</u>

Total	\$208,000
From:	
01137 Wage Study	\$ 6,250
01209 Auditorium Seat Refurb	10,160
01211 Police Roof Repair/Replace	11,752
01298 Telecommunication Design	60,495
01500 Senior Voucher System	5,000
01612 Library Septic System	10,660
01913 Unemployment Insurance	40,000
01950 Unemployment Ins. Encumbrance	5,000
Free Cash	<u>58,683</u>
Total	\$208,000

ARTICLE 11 – FY18 Operating Budget:

Upon motion of Scott Triola it was moved by a unanimous declared vote that a total of Twenty Nine Million Two Hundred Fifty-One Thousand Seven Hundred Ninety-Five Dollars (\$29,251,795) be raised and appropriated for FY 2018, as set forth in the column entitled “FY 2017 Budget” in the chart accompanying this motion; and to meet this appropriation that Two Hundred Ten Thousand Dollars (\$210,000) be transferred from Free Cash, that Fifty-Three Thousand Dollars (\$53,000) be transferred from the Ambulance Fund, that Fourteen Thousand Nine Hundred Forty-Five Dollars (\$14,945) be transferred from the Stabilization Fund, that Thirty Six Thousand Six Hundred Seventy-Nine Dollars (\$36,679) be transferred from the Reserve for Bond Premiums account, and that the balance be raised from the FY2018 tax levy and other general revenues of the Town, as set forth in the column entitled “FY 2018 Levy Limit Budget” in the chart accompanying this motion.

FY 2018	
FY 2017	Levy Limit

	Budget	Budget
General Government	1,308,106	1,317,118
Protection of Persons & Property	2,518,092	2,612,045
Board of Health	106,292	108,537
Public Works	1,160,241	1,180,414
Public Assistance	243,298	227,879
Education	18,254,264	18,805,118
Library	618,899	619,898
Recreation	159,973	177,172
Insurance & Benefits	1,395,000	1,690,000
Unclassified	152,000	152,000
County Retirement	820,032	877,464
Long Term Debt	1,502,170	1,484,150
Total	28,238,367	29,251,795
<u>General Government</u>		

	FY 2018	
	FY 2017	Levy Limit
	Budget	Budget
General Government		
General Expense & Town Hall	786,674	795,338
Citizen Recognition	275	275

Treasurer/Collector	186,888	177,993
Town Clerk	78,510	79,967
Registrars & Elections	19,237	19,479
Assessors	137,939	142,549
Planning Board	98,583	101,517
sub-total	<u>1,308,106</u>	<u>1,317,118</u>

Protection of Persons and Property

		<u>FY 2018</u>
	<u>FY 2017</u>	<u>Levy Limit</u>
	<u>Budget</u>	<u>Budget</u>
Protection of Persons & Property		
Police	1,487,100	1,559,997
Fire	492,809	517,460
Communications	352,088	351,986
Conservation	111,283	120,933
Dog & Animal Control	14,998	15,274
Inspectional Services	35,814	36,395
Street-Lighting	24,000	10,000
Sub-total	<u>2,518,092</u>	<u>2,612,045</u>

Board of Health

	FY 2018	
	FY 2017	Levy Limit
	Budget	Budget
Board of Health	106,292	108,537

Public Works

	FY 2018	
	FY 2017	Levy Limit
	Budget	Budget
Public Works		
DPW (incl. trees)	741,356	61,529
Snow & Ice	65,785	65,785
Transfer Station	264,684	264,684
Road Maintenance	88,416	88,416
sub-total	1,160,241	1,180,414

Public Assistance

	FY 2018	
	FY 2017	Levy Limit
	Budget	Budget
Public Assistance		

Youth Commission		3,651	3,709
Council on Aging		203,047	212,570
Senior Tax Voucher Program		25,000	
Veteran's Agent and Benefits		11,600	11,600
sub-total	-	243,298	227,879
	-		
	-		
	-		

Education

		FY 2018	
		FY 2017	Levy Limit
		Budget	Budget
Education			
Carlisle Public Schools		10,629,420	10,946,247
CCRSD		6,107,238	6,463,043
CCRSD debt service		1,344,047	1,320,380
Vocational schools, including debt service		173,559	75,448
sub-total	-	18,254,264	18,805,118
	-		

Library

FY 2018

	FY 2017	Levy Limit
	Budget	Budget
Library	<u>618,899</u>	<u>619,898</u>

Recreation

	<u>FY 2018</u>	
	FY 2017	Levy Limit
	Budget	Budget
Recreation	<u>159,973</u>	<u>177,172</u>

Insurance & Benefits

	<u>FY 2018</u>	
	FY 2017	Levy Limit
	Budget	Budget
Insurance & Benefits		
Blanket Insurance	220,000	20,000
Group Insurance	900,000	1,120,000
Contribution to OPEB Trust	225,000	300,000
Unemployment Insurance	50,000	50,000
sub-total	<u>1,395,000</u>	<u>1,690,000</u>

Unclassified

	FY 2018	
	FY 2017	Levy Limit
	Budget	Budget
Unclassified		
Interest, fees, & costs	1,000	1,000
Public Celebrations	1,000	1,000
Reserve Fund Balance	150,000	150,000
sub-total	152,000	152,000

County Retirement

	FY 2018	
	FY 2017	Levy Limit
	Budget	Budget
County Retirement	820,032	877,464

Long Term Debt Service

	FY 2018	
	FY 2017	Levy Limit
	Budget	Budget
Long Term Debt	1,502,170	1,484,150

ARTICLE 12 – CAPITAL EQUIPMENT:

On motion of Josh Kablotsky it was voted by declared unanimous vote that Three Hundred Seventy Five Thousand Eighty-Five Dollars (\$375,085) be raised and appropriated for FY 2017, and to meet this appropriation that One Hundred Thousand Dollars (\$100,000) be transferred from Free Cash, and that the balance of Two Hundred Seventy Five Thousand Eighty-Five Dollars (\$275,085) be raised from the FY2018 tax levy and other general revenues of the Town, to be spent by the Board of Selectmen, except for the items for the Carlisle Public Schools which sums are to be spent by the Carlisle School Committee, for the following capital purposes, and further, that after June 30, 2020, any residual unexpended portion of any listed appropriation shall be returned to the General Fund:

Long Term Capital Requirements

Department	Project/Program	Amount	Appropriation Expires
Fire	Replace hydraulic generator – ladder truck	\$25,000	June 30, 2020
Fire	Defibrillator replacements	\$15,000	June 30, 2020
Fire+	Miscellaneous building projects	\$5,000	June 30, 2020
Library	Technology upgrades	\$4,000	June 30, 2020
Library	Carpet replacement	\$80,000	June 30, 2020
Library	Emergency lighting	\$2,300	June 30, 2020
Library	Miscellaneous maintenance projects	\$5,000	June 30, 2020
Town Hall	Major repair/replacement account	\$5,000	June 30, 2020
Town Hall	Technology upgrades	\$3,000	June 30, 2020
Carlisle School	Annual maintenance projects	\$25,000	June 30, 2020
Carlisle School	Tractor replacement	\$25,985	June 30, 2020
Carlisle School	Technology replacement	\$80,000	June 30, 2020

Police	Technology replacements	\$6,000	June 30, 2020
Police	Lease/purchase cruiser replacements	\$73,800	June 30, 2020
DPW	Snow Plow equipment for new truck	\$20,000	June 30, 2020
	TOTAL	\$375,085	

FY' 18

ARTICLE 13 – Special Appropriations:

Upon motion of Bill Risso it was voted by declared unanimous vote for the Town to raise and appropriate the sum of \$27,000 to be expended by the Board of Selectmen for the purposes of conducting studies, providing services and facilitating projects for the following departments:

<u>Department</u>	<u>Amount</u>	<u>Purpose</u>
Council on Aging	\$6,500	Social Worker
Assessors	\$5,000	Assessors' Maps updates
Treasurer/Accountant	\$3,500	Financial Consulting
Selectmen	\$12,000	Facility Condition Study (CPS, Library)

ARTICLE 14 – Center Park Maintenance:

Upon motion of Kerry Kissinger it was voted by declared majority that the Town raise and appropriate the sum of \$6,000 for the purpose of funding landscaping and maintenance at Center Park.

ARTICLE 15 – Transfer of Land – 338 Bedford Road -

Upon motion of Luke Ascolillo it was voted by declared two thirds majority that the Town transfer the care, custody, control and management of the of the property at 338 Bedford Road, Carlisle, MA, shown as “Unleased Area” of Lot A on a plan entitled “Plan of Land in Carlisle, Massachusetts (Middlesex County) For: Carlisle Housing Authority” dated November 2, 2015, prepared by Stamski and McNary, Inc., said plan recorded with the Middlesex North District Registry of Deeds in Plan Book 240, Plan 87, containing 3.6775

acres, more or less, from the Carlisle Affordable Housing Trust for affordable housing trust purposes to the Board of Selectmen for the following purposes:

ARTICLE 16: Community/Senior Center Feasibility Study:

Luke Ascolillo made a motion to see if the Town would vote to raise and appropriate the sum of \$20,000 to be expended by the Board of Selectmen for the purpose of funding a feasibility study for a Community/Senior Center where programs and services can be better provided to Carlisle seniors and multiple generations of Carlisle residents. This study would generate a schematic design for a building to be located on the former Goff property at 338 Bedford Road and produce an estimate of construction and operating costs.

Due to the closeness of the voice vote, the Moderator called for a counted vote. The counted vote failed with results as follows: Yes – 114, No – 119.

More than seven voters requested the vote be recounted. The Town Clerk Charlene M. Hinton and Registrar Liz Bishop recounted the votes and the results were as follows: Yes – 113, No -119.

One vote difference was due to a correction of a double counted yes vote in the section of the auditorium closest to the cafeteria.

The article failed to reach a declared majority vote.

After the recounted vote the article failed to reach a declared majority vote.

ARTICLE 17 – Cranberry Bog Maintenance:

On motion of Luke Ascolillo the Town voted by declared majority for the Town to raise and appropriate the sum of \$10,000.00 to be expended by the Board of Selectmen for the purpose funding property maintenance at the Cranberry Bog property.

ARTICLE 18 – CCRSD LANDFILL REMEDIATION \$1,200,000 -

On motion of Bill Fink it was voted by a declared two-thirds majority that the Town approve \$1,200,000 of debt authorized by the Concord - Carlisle Regional School Committee for landfill remediation; provided, however, that this approval shall be contingent upon passage of a Proposition 2 1/2, debt exclusion referendum under General Laws Chapter 59, §21C (k) to exempt the Town's allocable share of the amounts required for the payment of interest and principal on said borrowing.

ARTICLE 19 – PUBLIC SAFETY COMMUNICATIONS SYSTEM APPROPRIATION:

On motion of Bill Risso it was voted by a declared two thirds majority that the Town vote to borrow pursuant to any applicable statute the sum of \$2,961,100 (Two Million Nine Hundred Sixty-One Thousand One Hundred Dollars) to be expended by the Board of Selectmen for the purpose of procuring, purchasing and installing a public safety communications system and communications-related equipment; where such installation shall occur on a telecommunications tower, such installation shall occur on either an existing tower, or if new telecommunications towers are to be constructed within Carlisle, those towers shall be located at the following town-owned properties: Parcel 14-23-0 (304 Bedford Road - Banta-Davis property) and Parcel 32-11-0 (Lowell Street at Proctor Road), Parcel 22-31-0 (41 Lowell Street – Police Station), and Parcel 21-1-0 (80 Westford Street – Fire Station), including the payment of costs incidental or related thereto; and to authorize the Selectmen to enter into a contract or contracts for said purpose(s); provided, however, that this approval shall be contingent upon passage of a Proposition 2 ½ debt exclusion referendum under General Laws Chapter 59, §21C(k); on said borrowing. Any premium received upon the sale of any bonds or notes approved by this vote, or any prior vote of the town, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote, or any other vote of the town, in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

ARTICLE 20 – REDUCE COMMUNITY PRESERVATION ACT SURCHARGE: ,

Michael Bishop made a motion that the Town vote in accordance with Section 16(a) of Chapter 44B of the Massachusetts General Laws to reduce the surcharge of the Community Preservation Act, Sections 3 to 7 of Chapter 44B of Massachusetts General Laws, from 2.0% to 1.0% and further to place such reduction if approved by the Town Meeting on the ballot for acceptance by the voters of the Town of Carlisle at the next qualifying Town or State election. The article failed to reach a declared majority voice vote.

ARTICLE 21 – FY18 PEG Local Access Appropriation:

On motion of Nathan Brown it was voted by a declared majority that the Town appropriate the sum of \$143,000.00 from the PEG Local Access Receipts reserved for appropriation special revenue account for the purpose of providing local cable access services, equipment and programming for the Town of Carlisle.

ARTICLE 22 – Approve/Fund Collective Bargaining Agreements:

This article was not moved.

ARTICLE 23 – BOARD OF HEALTH - WATER RESOURCE PROTECTION FUND:

On motion of Bill Risso it was voted by declared unanimous vote that the Town raise and appropriate funds in the sum of \$7,500.00 for the purpose of establishing a Water Resource Protection Fund to conduct water testing and other water supply related activities.

ARTICLE 24 – CAPITAL FUNDING - TECHNOLOGY:

On motion of Bill Risso it was voted by declared majority that the Town raise and appropriate, the sum of \$25,000 for the purpose of funding for technology capital projects.

ARTICLE 25– ESTABLISH OPEB TRUST (MGL CH. 32B, S.20):

On motion of Scott Triola it was voted by declared unanimous vote that the Town accept the provisions of Section 20 of Chapter 32B of the Massachusetts General Laws, as amended by Section 15 of Chapter 218 of the Acts of 2016, establishing an Other Post-Employment Benefits Liability Trust Fund; to authorize the Board of Selectmen and Treasurer to execute a declaration of trust creating an expendable trust for the purpose of holding monies appropriated to such fund; to designate the Treasurer as the trustee of such trust; to authorize the transfer of any and all monies currently held for the purpose of paying retiree health and life benefits to such trust; and to authorize the trustee to invest and reinvest the monies in such fund in accordance with the Prudent Investor Rule established under Chapter 203C of the Massachusetts General Laws.

ARTICLE 26 – GENERAL BYLAW AMENDMENT – SECTION 3.3, TREASURER:

On motion of Nathan Brown it was voted by declared majority that the Town amend the General Bylaws of the Town by deleting Section 3.3.1 in its entirety and replacing it with new Section 3.3.1 to read as follows:

“3.3 Treasurer

3.3.1 The Treasurer shall receive and take charge of all money belonging to the town

and shall pay out all accounts for the town upon receipt of a warrant approved by the Selectmen consistent with G.L. Ch. 41, Section 56.

ARTICLE 27 – CPA Annual Recommendations

On Motion of Angela Verge, it was voted by a declared unanimous vote that the Community Preservation Committee recommendations for transfers and expenditures for Fiscal Years 2017 and 2018 be approved as follows:

Motion 1: On Motion of Angela Verge it was voted by declared unanimous vote that the following amounts be appropriated from the Fiscal Year 2018 Community

Preservation Fund estimated revenues to the Community Preservation Fund Accounts as follows:

- f. Fifty-Four Thousand Five Hundred Dollars (\$54,500) be appropriated to the Open Space Reserve Fund.
- g. Fifty-Four Thousand Five Hundred Dollars (\$54,500) be appropriated to the Community Housing Reserve Fund.
- h. Fifty-Four Thousand Five Hundred Dollars (\$54,500) be appropriated to the Historic Reserve Fund.
- i. Five Thousand Dollars (\$5,000) be appropriated for Administrative Expenses.
- j. Three Hundred Seventy-Six Thousand Five Hundred Dollars (\$376,500) be appropriated to the fiscal year 2018 Community Preservation Budget Reserve account.

Motion 2 On motion of Angela Verge it was voted by a declared majority vote that Fifteen Thousand Dollars (\$15,000) be appropriated from the Historic Reserve Fund (FY '17) to the Carlisle Office of the Town Clerk for restoration and preservation of certain Town of Carlisle records and documents deemed historically significant by the Historical Commission. Any appropriation not expended by June 30, 2019 shall be returned to the Historic Reserve Fund.

Motion 3: On motion of Angela Verge it was voted by declared majority that Eighteen Thousand Dollars (\$18,000) be appropriated from the Historic Reserve Fund (FY '17) to the Carlisle Office of the Town Clerk to procure an archival records management and retention system for historical documents within the Town vault and to organize, index and properly store in suitable boxes and shelving all historic documents in the vault. Any appropriation not expended by June 30, 2019 shall be returned to the Historic Reserve Fund.

: Motion 4: On Motion of Angela Verge it was voted by declared majority vote that Ten Thousand Dollars (\$10,000) be appropriated from the Historic Reserve Fund (FY '17) to the Carlisle Historical Society for installing track lighting fixtures with LED lamps to illuminate displays of historic artifacts, replacing the existing lighting which emits ultraviolet radiation that is damaging to susceptible artifacts. Any appropriation not expended by June 30, 2019 shall be returned to the Historic Reserve Fund.

Motion 5: On Motion of Angela Verge it was voted by declared majority that Fifty Thousand Dollars (\$50,000) be appropriated from the Open Space Reserve Fund (FY '18) to the Carlisle Recreation Commission for rehabilitation of the Banta Davis little league

diamond by: scraping and removing the surface of the infield and adjacent lip areas; installing an undersurface layer to allow good field drainage; measuring, aligning, and constructing new base paths and pitching mound; installing new turf within the infield and adjacent lip areas; and removing bad turf and various areas in the outfield and adjacent field areas as needed. Any appropriation not expended by June 30, 2019 shall be returned to the Open Space Reserve Fund.

Motion 6:: On Motion of Angela Verge it was voted by declared majority vote that Five Thousand Dollars (\$5,000) be appropriated from the Historic Reserve Fund (FY '17) to the Trustees of the Gleason Public Library for preserving the Gleason Public Library Carlisle Mosquito Collection (1988-to date). Any appropriation not expended by June 30, 2020 shall be returned to the Historic Reserve Fund.

ARTICLE 27– CPA Annual Authorization: Motion 2: On motion of Angela Verge it was voted by a declared majority vote that Fifteen Thousand Dollars (\$15,000) be appropriated from the Historic Reserve Fund (FY '17) to the Carlisle Office of the Town Clerk for restoration and preservation of certain Town of Carlisle records and documents deemed historically significant by the Historical Commission. Any appropriation not expended by June 30, 2019 shall be returned to the Historic Reserve Fund.

ARTICLE 27– CPA Annual Authorization: Motion 3: On motion of Angela Verge it was voted by declared majority that Eighteen Thousand Dollars (\$18,000) be appropriated from the Historic Reserve Fund (FY '17) to the Carlisle Office of the Town Clerk to procure an archival records management and retention system for historical documents within the Town vault and to organize, index and properly store in suitable boxes and shelving all historic documents in the vault. Any appropriation not expended by June 30, 2019 shall be returned to the Historic Reserve Fund.

ARTICLE 27– CPA Annual Authorization: Motion 4: On Motion of Angela Verge it was voted by declared majority vote that Ten Thousand Dollars (\$10,000) be appropriated from the Historic Reserve Fund (FY '17) to the Carlisle Historical Society for installing track lighting fixtures with LED lamps to illuminate displays of historic artifacts, replacing the existing lighting which emits ultraviolet radiation that is damaging to susceptible artifacts. Any appropriation not expended by June 30, 2019 shall be returned to the Historic Reserve Fund.

ARTICLE 27– CPA Annual Authorization: Motion 5: On Motion of Angela Verge it was voted by declared majority that Fifty Thousand Dollars (\$50,000) be appropriated from the Open Space Reserve Fund (FY '18) to the Carlisle Recreation Commission for rehabilitation of the Banta Davis little league diamond by: scraping and removing the surface of the infield and adjacent lip areas; installing an undersurface layer to allow good field drainage; measuring, aligning, and constructing new base paths and pitching mound;

installing new turf within the infield and adjacent lip areas; and removing bad turf and various areas in the outfield and adjacent field areas as needed. Any appropriation not expended by June 30, 2019 shall be returned to the Open Space Reserve Fund.

ARTICLE 27– CPA Annual Authorization: Motion 6:: On Motion of Angela Verge it was voted by declared majority vote that Five Thousand Dollars (\$5,000) be appropriated from the Historic Reserve Fund (FY '17) to the Trustees of the Gleason Public Library for preserving the Gleason Public Library Carlisle Mosquito Collection (1988-to date). Any appropriation not expended by June 30, 2020 shall be returned to the Historic Reserve Fund.

ARTICLE 28 – ACCEPTANCE OF HANOVER AND JOHNSON ROADS:

On motion of Luke Ascolillo it was voted by declared majority that the Town lay out Hanover Road and Johnson Road as shown on the plan entitled “Hanover Hill in Carlisle, Massachusetts As-built Plan and Profile, For: Wilkins Hill Realty, LLC Scale: 1” = 40’ August 24, 2007” prepared by Stamski and McNary, last revised February 4, 2016, which plan is recorded with Middlesex North District Registry of Deeds at Book of Plans 227 as Plan 36, and filed with the Town Clerk, or any portion thereof, as a Town way; and further to authorize the Board of Selectmen to acquire by purchase, gift or eminent domain the fee or lesser title interests in said way, and further for the Town to raise and appropriate, borrow pursuant to any applicable statute or transfer from available funds, a sum of money for such purpose.

ARTICLE 29 – HOME RULE PETITION- APPOINTED TOWN CLERK:

Luke Ascolillo moved to have the Town authorize the Board of Selectmen to petition the General Court to enact legislation substantially as provided below; provided that the General Court may make clerical or editorial changes in form only to the bill, unless the Board of Selectmen approves amendments to the bill that shall be within the scope of the general public objectives of this petition prior to enactment by the General Court.

This Article failed to reach a required majority vote. Motion failed.

ARTICLE 30 – ZONING AMENDMENT – SOLAR FACILITY OVERLAY DISTRICT:

On motion of Claude von Roesgen it was voted by declared two thirds majority that the Town amend the Zoning Bylaws of the Town of Carlisle as follows:

1. By deleting existing Section 5.8 Solar Photovoltaic Overlay District in its entirety and inserting in its place new Section 5.8 Solar Photovoltaic Facilities, to read as follows:

5.8 Solar Photovoltaic Facilities

5.8.1 The purpose of this Section 5.8 is to facilitate the creation of Solar Photovoltaic Facilities by providing standards for the size, placement, design, construction, operation, maintenance, monitoring, modification and removal of such facilities, which standards address public safety and minimize impacts on scenic, natural and historic resources; providing adequate financial assurance for the eventual decommissioning of such facilities; and to promote the creation of new Large-Scale Ground-Mounted Solar Photovoltaic Facilities by establishing a Solar Photovoltaic Facility Overlay District for construction of a Large-Scale Ground-Mounted Solar Photovoltaic Facility.

5.8.2 Definitions. As used in this Section, the following terms shall have the meanings indicated:

Roof-Mounted Solar Photovoltaic Facility. A solar photovoltaic system that is structurally mounted to the roof of a building or structure and has a nameplate capacity of no more than 25 kW DC. Notwithstanding the above, a Roof-Mounted Solar Photovoltaic Facility may be more than 25kW DC, provided there exists a higher electrical demand for the permitted uses on the lot and/or other lots under the same ownership within the Town of Carlisle, that such demand is documented to the satisfaction of the Building Commissioner, and the facility is no larger than necessary to meet such documented demand.

Accessory Ground-Mounted Solar Photovoltaic Facility. A solar photovoltaic system and all associated equipment and structures which has a nameplate capacity of no more than 25 kW DC that is structurally mounted on the ground, is not larger than 1,250 square feet in aggregate, is accessory to the principal use on the lot, and that benefits and supports the principal use on the same lot.

Intermediate Ground-Mounted Solar Photovoltaic Facility. A solar photovoltaic system and all associated equipment and structures which has a nameplate capacity of more than 25 kW DC and no more than 100 kW DC that is structurally mounted on the ground, and is not larger than 12,000 square feet in aggregate.

Large-Scale Ground-Mounted Solar Photovoltaic Facility. A solar photovoltaic system and all associated equipment and structures which has a minimum nameplate capacity of 250 kW DC that is structurally mounted on

the ground, and is not larger than 1.5 acres in aggregate.

Rear Yard. For purposes of this section, the portion of a lot beyond the furthest point of the principal structure opposite the street frontage.

5.8.3 Modifications. All provisions of this Section also pertain to physical modifications that materially alter the type, configuration, or size of a Ground-Mounted Solar Photovoltaic Facility.

5.8.4 Roof-Mounted Solar Photovoltaic Facilities are permitted as-of-right in General Residence District A, General Residence District B, the Business District, Carlisle Center Business District, and Residence District M as an accessory use, subject to the need to obtain the approval of the Historical Commission pursuant to Article IX of the General Bylaws, where applicable, and all generally applicable dimensional requirements including the maximum building height set forth in Section 4.6, and provided further that the facility is mounted to a building or structure that has been primarily designed and constructed for a use otherwise permitted under zoning, and is actually used as such. The exception to the maximum building height set forth in Section 4.7 shall not apply to Roof-Mounted Solar Photovoltaic Facilities.

5.8.4.1 In accordance with the foregoing, in the event that the Building Commissioner determines that the design or construction of a building or structure is driven primarily by the solar use, the proposed solar facility shall be subject to the permitting requirements applicable to the corresponding (based on size and capacity) class of Ground-Mounted Solar Photovoltaic Facility.

5.8.4.2 If both a Roof-Mounted Solar Photovoltaic Facility and an Accessory Ground-Mounted Solar Photovoltaic Facility are permitted on the same lot, the total nameplate capacity of the systems combined shall not exceed 25 kW DC or that which will meet the documented onsite demand, whichever is higher. The presence of a Roof-Mounted Solar Photovoltaic Facility on a particular lot shall not affect eligibility for Ground-Mounted Solar Photovoltaic Facilities pursuant to Sections 5.8.6, 5.8.7 or 5.8.8, nor shall the presence of such a Ground-Mounted Facility on a particular lot affect eligibility to construct a Roof-Mounted Facility otherwise allowed herein.

5.8.5 Accessory Ground-Mounted Solar Photovoltaic Facilities are

permitted as-of-right in General Residence District B, but not in General Residence District A, subject to the provisions of Section 7.6.1, provided that the lot on which a Facility is located conforms with all generally applicable dimensional requirements for new lots in Residence District B. For all lots containing a principal structure, Accessory Ground-Mounted Solar Photovoltaic Facilities shall be installed in the rear yard to the extent practicable.

5.8.6 Intermediate Ground-Mounted Solar Photovoltaic Facilities may be authorized by special permit by the Planning Board in the General Residence District B, but not in General Residence District A, subject to the provisions of Section 7.2, provided that there are no other ground-mounted solar photovoltaic facilities on the lot on which a Facility is located and the lot is a minimum of 4 acres in area and conforms with all other generally applicable dimensional requirements for new lots in Residence District B. For all lots containing a principal structure, Intermediate Ground-Mounted Solar Photovoltaic Facilities shall be installed in the rear yard to the extent practicable.

5.8.7 Large-Scale Ground-Mounted Solar Photovoltaic Facility. The Solar Photovoltaic Facility Overlay District shall consist of an area of approximately 7 acres comprised of Assessor's Map 21 Parcels 10 & 11 and a 200 ft x 200 ft portion of Map 20 Parcel 1 along its boundaries with Map 21 Parcels 10 & 9, which shall be shown on a map entitled "Property Maps, Carlisle, Massachusetts." The location of renewable energy generation facilities in the form of a Large-Scale Ground-Mounted Solar Photovoltaic Facility shall be permitted as of right in this district.

5.8.7.1 No building permit shall be issued for a Large-Scale Ground-Mounted Solar Photovoltaic Facility and no modifications as described in Section 5.8.3 above shall be allowed without prior approval by the Planning Board pursuant to the Site Plan Review process set forth in Section 7.6 of these Bylaws. Notwithstanding Section 7.6.2 of these Bylaws, a Site Plan for a Large-Scale Ground-Mounted Solar Photovoltaic Facility shall be deemed constructively approved if not acted upon within one year after submission of complete plans and other materials required by Section 7.6 of these Bylaws.

5.8.8 Applications for Site Plan Review or Special Permit shall include evidence that the utility company that operates the electrical grid where the Facility is to be located has been informed and consents to the Ground-

Mounted Solar Photovoltaic Facility owner's or operator's plan to connect to the electrical grid. Off-grid systems are exempt from this requirement.

5.8.9 Compliance with Laws. The construction and operation of a Ground-Mounted Solar Photovoltaic Facility shall be consistent with all applicable local, state, and federal requirements, including but not limited to the need to obtain the approval of the Historical Commission pursuant to Article IX of the General Bylaws, where applicable, and all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of or associated with a Ground-Mounted Solar Photovoltaic Facility shall be constructed in accordance with the State Building Code.

5.8.10 Dimensional and Other Requirements. The height of all structures comprising a Ground-Mounted Solar Photovoltaic Facility shall not exceed 12 feet above the pre-existing natural grade.

5.8.10.1 For an Accessory or Intermediate Ground-Mounted Solar Photovoltaic Facility, all setbacks from lots lines shall be at least 40 feet. The Planning Board may require, as a condition of a site plan approval, larger setbacks where appropriate for screening provided, however, that such larger setbacks shall not have the effect of rendering an Accessory Ground-Mounted Solar Photovoltaic Facility infeasible.

5.8.10.2 For a Large-Scale Ground-Mounted Solar Photovoltaic Facility, all setbacks from lots lines shall be at least 40 feet. As part of Site Plan Review, the Planning Board may require larger setbacks if appropriate for screening, provided, however, that such larger setbacks shall not have the effect of rendering a Large-Scale Ground-Mounted Solar Photovoltaic Facility infeasible.

5.8.10.3 In addition to the special dimensional requirements included in Section 5.8.10.1 and 5.8.10.2, all structures included within a Ground-Mounted Solar Photovoltaic Facility shall be subject to reasonable regulations concerning the bulk and height of structures, lot area, setbacks, open space, parking, and building coverage requirements. All such structures, including but not limited to equipment shelters, storage facilities, transformers, and substations shall be architecturally compatible with each other. All structures associated with the Ground-Mounted Solar Photovoltaic Facility shall be reasonably screened from view by vegetation and/or joined

or clustered to minimize adverse visual impacts.

5.8.10.4 All utility connections to the Ground-Mounted Solar Photovoltaic Facility shall be via underground lines. Electrical transformers for utility interconnections may be above ground if required by the utility provider; however, they shall be screened from view.

5.8.10.5 Lighting of a Ground-Mounted Solar Photovoltaic Facility shall be consistent with local, state, and federal law. Lighting of other parts of the Facility, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the Facility shall be directed downward and away from residential structures and shall incorporate full cut-off fixtures to reduce light pollution.

5.8.10.6 A sign at a Ground-Mounted Solar Photovoltaic Facility shall be required to identify the owner and operator of the Facility and provide a 24-hour emergency contact phone number. The Facility shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the Facility.

5.8.10.7 The Facility owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the Carlisle Fire Department. Upon request, the owner or operator shall cooperate with local emergency services in developing an emergency response plan. All means of shutting down the Facility shall be clearly marked. The owner or operator shall identify and provide the Town with contact information for a responsible person for public inquiries throughout the life of the Facility.

5.8.10.8 Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the Ground-Mounted Solar Photovoltaic Facility, or otherwise prescribed by applicable laws, regulations, and bylaws.

5.8.10.9 Additional Findings for Special Permits. In addition to the findings required pursuant to Section 7.2.1, a special permit authorizing an Intermediate Ground Mounted Solar Photovoltaic Facility shall require the Board to find as follows:

5.8.10.9.1 The visibility impact to all abutting properties has been adequately addressed through natural screening, landscaping, fencing, or otherwise;

5.8.10.9.2 The site provides the solar access necessary to make the project feasible as proposed; and

5.8.10.9.3 Site clearing and tree removal will be kept to a minimum, and other impacts to the environment will be avoided or adequately managed.

5.8.11 Maintenance. The owner, operator, successors, and assigns of the Ground-Mounted Solar Photovoltaic Facility shall maintain the Facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and ensuring the integrity of security measures, and otherwise shall be maintained as set forth in any Operations and Maintenance Plan approved by the Planning Board. Site access shall be maintained by the owner or operator of the Facility at its sole cost, unless any access road(s) are accepted as a public way.

5.8.12 Abandonment or Decommissioning

5.8.12.1. Removal Requirements: Any Ground-Mounted Solar Photovoltaic Facility that has reached the end of its useful life or has been abandoned consistent with sub-section 5.8.12.2 of this section shall be removed. The owner or operator shall physically remove the Facility no more than 180 days after the date of discontinued operations. The owner or operator shall notify the Building Commissioner by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning of the Facility shall consist of:

Physical removal of the Facility and all associated structures, equipment, security barriers, cables, and transmission lines from the site;

Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations; and

Stabilization or re-vegetation of the site as necessary to minimize erosion. With prior written authorization from the Planning Board, the owner or operator of the Facility may leave landscaping or

designated below-grade foundations in order to minimize erosion and disruption to vegetation.

5.8.12.2 Abandonment: Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the Facility shall be considered abandoned when it fails to operate for more than one year without the written consent of the Planning Board. If the owner or operator of the Facility fails to remove the Facility in accordance with the requirements of this section within 180 days of abandonment or the proposed date of decommissioning, the Town may enter the property and physically remove the Facility.

5.8.12.3 Financial Surety: The owner or operator of an Intermediate or Large-Scale Ground-Mounted Solar Photovoltaic Facility shall provide a form of surety acceptable to the Planning Board, either through escrow account, bond or otherwise, to cover the cost of removal in the event the Town must remove the Facility and restore the landscape, in an amount and form determined to be reasonable by the Planning Board, but in no event to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein. Such surety will not be required for a municipally- or state-owned Facility. The project owner or operator shall submit a fully inclusive estimate of the costs associated with removal of the Facility, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation. Upon a showing of good cause, the Planning Board may accept a surety that is effective for a fixed term of less than the anticipated useful life of the project, subject to a special permit condition specifically requiring that a substitute surety, otherwise acceptable and consistent with this section, is provided before the surety expires, so that the Town's surety remains effectively uninterrupted.

5.8.13 Rules and Regulations. The Planning Board shall adopt reasonable rules and regulations for the submission of applications for a special permit hereunder.

2. By inserting in the second paragraph of Section 7.2 Special Permits a reference to new Section #5.8.6 (Intermediate Ground-Mounted Solar Photovoltaic Facilities), so that said paragraph reads as follows:

The Board of Appeals shall be the special permit granting authority for all special

permits except as provided in Section #5.1 (Residence District M), Section #5.2 (Wetland/Flood Hazard District), Section #5.4 (Private Driveways), Section #5.5 (Conservation Clusters), Section #5.6 (Accessory Apartments), Section #5.7 (Senior Residential Open Space Community), Section #5.8.6 (Intermediate Ground-Mounted Solar Photovoltaic Facilities), and Section #5.9 (Personal Wireless Service Facilities).

3. By amending Section 7.6.1 to include Intermediate Ground-Mounted Solar Photovoltaic Facilities among the non-residential uses that are not subject to site plan review, and to add a new subsection 7.6.1.7 specifically requiring site plan review for Accessory Ground-Mounted Solar Photovoltaic Facilities, so that said sections read as follows:

7.6.1 For the purpose of administering the provisions of the bylaw relating to non-residential and certain other uses in all districts, not including senior residential open space community as allowed under Section 5.7 of these bylaws, personal wireless communication facilities as allowed under Section 5.9 of these bylaws, accessory apartments as allowed under Section 5.6 of these bylaws, intermediate ground-mounted solar photovoltaic facilities as allowed under Section 5.8.6 of these bylaws, and accessory uses permitted in the General Residence Districts under Section 3.2.1.11 of these bylaws, and to ensure the most advantageous use of all properties within the same district and for the reasonable protection of the legitimate interests of adjoining property owners, site plan approval shall be required prior to the:

7.6.1.7 Construction, installation or modification of an Accessory Ground-Mounted Solar Photovoltaic Facility as allowed under Section 5.8.5.

ARTICLE 31 – ZONING AMENDMENT – ACCESSORY APARTMENTS:

Upon Motion of Nathan Brown it was voted by declared two thirds majority that the Town to amend the Zoning Bylaws of the Town as follows:

1. By amending Section 5.6 Accessory Apartments as set forth below, with the text to be added to the existing section shown within the article in italics, and the deletions from the existing section shown within the article in strikethrough:

5.6 Accessory Apartments

5.6.1 Purpose

To increase the availability of moderately priced housing for town employees, the young, the elderly, people of low and moderate income,

and dependent relatives of town residents by permitting the creation of accessory apartments by:

- 5.6.1.1 Providing an opportunity for homeowners who can no longer physically or financially maintain their single-family home to remain in homes that they might otherwise be forced to leave;
- 5.6.1.2 Making housing units available to low and moderate income households who might otherwise have difficulty finding homes within the town;
- 5.6.1.3 Provide a variety of housing to meet the needs of its residents;
- 5.6.1.7 Protect stability, property values, and the single-family residential character of a neighborhood;
- 5.6.1.8 Legalize conversions to encourage the Town to monitor conversions for compliance with the State Building Code; and
- 5.6.1.9 Create incentives and modify regulations to encourage the creation of affordable accessory apartments that will count towards meeting the Town's Planned Production goals under the provisions of MGL Chapter 40B.

5.6.2 Considerations

The Town has limited water resources, lacks a significant aquifer, does not have municipal water and sewage systems, and as a result, must be sensitive to the burden and impact of any increase in housing density. Limiting the number of the accessory apartments is intended to minimize the impact on those finite resources, although the scope of the impact hereunder is believed to be offset by the public benefit afforded by this permitted use.

5.6.3 Definitions

5.6.3.1 An "accessory apartment" ("AA unit") is a distinct portion of a single-family dwelling *or a unit in an accessory structure on a single-family lot*, having its own kitchen and bathroom facilities, and subordinate in size to the principal part of said dwelling *or, if an accessory structure, subordinate in size to the principal structure.*

5.6.3.2 An “affordable accessory apartment” (“AAA” unit) is a distinct portion of a single-family dwelling, a unit in an accessory structure on a single-family lot, or a unit accessory to a non-residential use, in all cases having its own kitchen and bathroom facilities, being subordinate in size to the principal part of said dwelling or structure, and meeting the affordability requirements under the provisions of MGL Chapter 40B.

5.6.4 Special Permits

An owner or owners may apply to the Planning Board for a special permit for the construction and occupancy of one (1) ~~accessory apartment~~ AA unit or AAA unit (as defined in Section 5.6.3) in a single-family or in a non-residential structure, the accessory apartment thus created being hereinafter referred to in this subsection #5.6 as an apartment.

5.6.5 Procedure

The Planning Board shall notify the Board of Health of the application for a special permit hereunder and allow them a reasonable time to inspect and comment upon said application. The Planning Board may grant a special permit under this Section upon findings that the request is compatible with the purpose of this Section, meets the minimum requirements hereunder.

After notice and public hearing as may be required by the General Laws of the Commonwealth, the Planning Board may grant such a special permit for the creation of an accessory apartment provided that:

- 5.6.5.1 no more than 75 special permits for accessory apartments shall be issued, *of which no more than 25 may be in accessory structures;*
- 5.6.5.2 the apartment is accessory to the principal residence and will be a complete, separate housekeeping unit that functions as a separate unit from the original single-family dwelling;

5.6.5.2.1 An AA unit may be placed in an accessory structure provided that the lot conforms with all generally applicable dimensional requirements for new lots in Residence District B, the accessory structure conforms to street, side and rear setback requirements established in Sections 4.2 and 4.3.2 of these bylaws, and both the principal structure and the accessory structure were constructed more than ten (10) years prior to the date of application for the special permit.

5.6.5.2.2 Any addition less than ten (10) years old shall be deemed to be part of the structure(s) provided that the addition does not increase the floor area of the original structure(s) by more than 10% and provided further that the addition does not alter the character of the structure.

5.6.5.2.3 An AAA units may be placed in ~~detached~~ an accessory structures, including a pre-existing structures and a new structures, providing the new structures ~~are~~ is appropriate to the single-family character of the neighborhood and ~~comply~~ complies with all other provisions of the zoning bylaws.

5.6.5.3 the floor area of the apartment does not exceed 1200 square feet. *In cases where an AA unit is proposed to be located in an accessory structure that has greater than 1200 square feet of gross floor area, including without limitation basement and attic area, the special permit shall include a condition requiring periodic inspections by the Building Commissioner to confirm that there has been no unauthorized expansion of the AA, or an alternate method of confirming the same that is satisfactory to the Planning Board;*

5.6.5.4 the floor area of the apartment is less than 35% of the floor area of the principal residence and the proposed apartment combined, as measured after conversion, except that for AAA units, the floor area is less than 50% of the floor area of the single-family structure or non-residential structure and the proposed apartment combined;

- 5.6.5.5 either the apartment or the principal residence is occupied by the owner(s) of the lot on which the apartment is to be located, except for bona fide temporary absences. If the lot on which the apartment is to be located is owned by the Town of Carlisle or used for non-residential purposes, the owner-occupancy requirement of this paragraph shall not be applicable as long as the lot and the structures thereon continue to be owned by the Town of Carlisle or used for non-residential purposes;
- 5.6.5.6 adequate provision has been made for the disposal of sewage, waste and drainage generated by the occupancy of such apartment in accordance with the requirements of the Commonwealth or the Carlisle Board of Health, whichever is applicable;
- 5.6.5.7 in consideration of the neighborhood and the existing access to the street of the single-family dwelling, adequate provision has been made for ingress and egress to the apartment from said street, *provided that there shall not be more than one driveway or curb cut providing access to the structure or structures except for existing half circular or horseshoe driveways located in the front of the structure(s)*;
- 5.6.5.8 the construction and occupancy of the apartment will not be detrimental to the neighborhood in which the lot is located or injurious to persons or property;
- 5.6.5.9 the lot on which the apartment and principal residence are located contains at least two (2) acres; except that an AAA unit shall be permitted on any legal building lot provided the owner complies with all other provisions of the zoning bylaw;
- 5.6.5.10 no more than two bedrooms are allowed ~~for lots less than three (3) acres in area~~ *in an AA or an AAA unit*;
- 5.6.5.11 adequate provision has been made for off street parking of motor vehicles in such a fashion as is consistent with the character of a single-family residence;
- 5.6.5.12 there is no other apartment on the lot on which the apartment is to be located;

5.6.5.13 the external appearance of said house before or after the creation of the apartment is that of a single-family residence. In general, any new entrances shall be located on the side or rear of the building *and all stairways to upper floors shall be enclosed within the exterior walls of the dwelling.* Any new additions or structures associated with the AAA unit may be permitted providing they are appropriate to the character of the principal residence; ~~and~~

5.6.5.16 the construction of any accessory apartment must be in conformity with the State Building Code requirements; *and*

5.6.5.17 ~~5.6.5.14~~ *the apartment shall not be held in, or transferred into separate ownership from the Principal Unit under a condominium form of ownership, or otherwise.*

5.6.6 No accessory apartment shall be used unless the owner or owners of the building have a permit issued hereunder or as otherwise provided in the Bylaws. The renewal of any accessory apartment permit previously granted shall not be denied by reason of amendments to Section #5.6 after the granting of the original permit, notwithstanding the failure of the apartment to conform to said Section as thus amended.

5.6.7 A special permit granted under this Section #5.6 shall lapse if, within one (1) year from the grant thereof (not including such time as is required to pursue or await the determination of an appeal) a substantial use of the permit has not sooner commenced except for good cause.

5.6.8 The special permit shall not become effective until a copy, certified by the Town Clerk as provided by Chapter 40A, Section 11 of the General Laws, has been recorded with Middlesex North District Registry of Deeds.

5.6.9 For AAA units, a Deed Restriction/Regulatory Agreement (“Agreement”) with the following provisions shall be signed and recorded with the Middlesex North Registry of Deeds by the owner of an AAA unit:

5.6.9.1 The Agreement is for a minimum of 15 years,

5.6.9.2 The Agreement will terminate upon sale of the property,

5.6.9.3 An owner may terminate the Agreement prior to its expiration, which will revoke the special permit. Thereupon, the apartment must be removed unless the owner applies for and receives a new special permit,

5.6.9.4 Upon termination of this Agreement, additional restrictions shall apply regarding repayment to the Town of any funds received from the Town pursuant to a grant or loan agreement,

5.6.9.5 An owner must rent to income-qualified tenants selected through an open process to be defined by the Local Initiative Program (760 CMR 45.03) guidelines,

5.6.9.6 An owner must set the rent according to the methodology prescribed in the Local Initiative Program guidelines.

5.6.10 The special permit authorizing an accessory apartment shall terminate upon the sale of the property or transfer of title of the building; provided, however, that a sale or transfer of title shall not dispossess the then resident(s) of the accessory apartment of their tenancy. The new owner or owners may apply for a reapproval of the special permit which, if the Planning Board finds that conditions at the time of the original application remain substantially unchanged, shall be approved without a hearing. A special permit granted hereunder shall not terminate upon a transfer of title which converts an owner's individual title to a tenancy by the entirety or a joint tenancy for the owner and his or her spouse or to otherwise provide for said spouse to share in the ownership of the property.

5.6.11 The Planning Board shall adopt reasonable rules and regulations for the submission of applications for a special permit hereunder. Said rules and regulations shall be concise, easily understood and will contain a step by step explanation of the procedure to obtain the special permit. In order to assure that such rules and regulations may be easily understood and followed, the Planning Board will submit them to and consult with the Housing Authority, the Council on Aging, the Building Inspector, the Board of Health and the Selectmen and allow a reasonable time before adoption by the Planning Board for such boards to comment.

5.6.12 The Carlisle Housing Authority shall adopt reasonable guidelines for administering and monitoring AAA units in accordance with the Local Initiative Program.

2. By inserting in Section 1.3 Definitions, as new Section 1.3.1, a definition to read as follows:

1.3.1 A “dwelling” or "dwelling unit" is a structure or portion thereof providing complete, independent living facilities for one or more persons, including provisions for living, sleeping, eating, cooking and sanitation.

and renumbering the remaining existing definitions in Section 1.3 in sequential order to account for the addition of this new definition.

3. By deleting from Section 3.2.1.11.1 (accessory uses permitted as of right in General Residence Districts) the words “Private family guest house,” and capitalizing the word “garage,” so that said section reads as follows:

3.2.1.11.1 Garage, stable, greenhouse, tool shed, play-house, tennis court, swimming pool or other similar building or structure for domestic storage or use.

and by inserting a new Section 3.2.1.11.6, to read as follows:

3.2.1.11.6 A private family guest house without a kitchen or other facilities for the preparation of food which is used only for the occasional housing of guests of the occupants of the principal structure and which may not be used as a dwelling unit.

ARTICLE 32 – ZONING AMENDMENT – BEDFORD ROAD:

This Article was not moved.

ARTICLE 33 – ZONING AMENDMENT – RECREATIONAL MARIJUANA MORATORIUM:

Upon Motion by Claude von Roesgen it was voted by declared two thirds majority that the Town amend the Zoning Bylaws of the Town of Carlisle by adopting a new Section 5.11 entitled Temporary Moratorium on Marijuana Establishments, to read as follows:

5.11 Temporary Moratorium on Marijuana Establishments

5.11.1 Purpose. By vote at the State election on November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, manufacture, processing, distribution, sale, possession, testing and use of

marijuana. The law provides that it is effective on December 15, 2016, and that a new state agency, the Cannabis Control Commission (CCC), is required to issue regulations regarding implementation by March 15, 2018.

The regulation of such Marijuana Establishments raises novel and complex legal, planning, and public safety issues. The Town needs time to consider and address these issues, as well as the potential impact of the forthcoming Cannabis Control Commission regulations, by means of a comprehensive planning process to consider amending the Zoning Bylaw to regulate Marijuana Establishments. The temporary moratorium provided in Section 5.11.3 is intended to allow sufficient time for the Town to engage in such a planning process and to adopt suitable Zoning Bylaw provisions in a manner consistent with sound land-use planning objectives.

5.11.2 Definition. As used in Section 5.11.3, the term “Marijuana Establishment” shall mean a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer, or any other type of marijuana-related business, subject to regulation under Chapter 94G of the Massachusetts General Laws; provided, however, that a “Medical Marijuana Treatment Center” or “RMD” shall not be deemed to be a Marijuana Establishment.

5.11.3 Temporary Moratorium. For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures as a Marijuana Establishment. The moratorium shall be in effect through December 31, 2018, unless extended, continued, or modified as a subsequent Town Meeting. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of Marijuana Establishments and other related land uses and structures, consider the Cannabis Control Commission regulations regarding Marijuana Establishments when they are issued, and shall consider adopting new provisions of the Zoning Bylaw governing the location, operation and effects of Marijuana Establishments for consideration by the 2018 Annual Town Meeting.

2017 ANNUAL TOWN ELECTION JUNE 13, 2017

The Annual Town Election was held in said Carlisle on June 13, 2017. The Ballot Box was opened, examined and declared suitable for use in the election. The Box was then locked and the key given to the Police Officer on duty.

The polls were declared open at 7:00 AM by the Election Warden, Kathy Ash, The polls were closed at 8:00 PM by Election Warden Cindy Nock. There were 617 ballots cast of which 21 were absentee ballots. After the ballots were counted and the vote recorded, the following results were announced:

Moderator – One for One Year

Wayne H. Davis	739 Concord Street	526
Gretchen Anderegg	871 Bedford Road	1
Blank		90
Total		617

Board of Selectmen - Two for Three Years

Nathan C. Brown	153 Virginia Farme Lane	357
William S. Risso	155 Wolf Rock Road	332
Katherine Reid	51 Carleton Road	348
Blank		197
Total		617

Board of Assessors – One for Three Years

David Boardman	180 Russell Street	513
Blank		104
Total		617

Board of Health – One for Two Years

Alan Laird Lewis	282 East Riding Drive	513
Blank		104
Total		617

Board of Health – One for Three Years

Edward L. Storrs, Jr.	94 Brook Street	521
Blank		96
Total		617

Library Trustee One for Three Years

Steven E. Golson	388 Stearns Street	320
Christine Stevens	44 Rodgers Road	223
Blank		74
Total		617

Planning Board - Two for Three Years

Peter Anthony Gambino	280 Stoney Gate	487
Madeleine MC Blake	127 Carleton Road	483
Blank		263
Total		1234

Planning Board – One for One Years

Jonathan A Stevens	871 Maple Street	503
Blank		114
Total		617

School Committee – Two for Three Years

Seth D Model	140 Carroll Drive	357
Skip D. Campbell	401 School Street	176
Shannon M. Lavery	395 School Street	160
Christine M. Lear	120 Oak Knoll Road	404
Dale Ryder	93 Lowell Street	1
Blank		136
Total		1234

DEBT EXCLUSION QUESTIONS

M.G.L. c. 59, § 21C(k)

Question:1: Shall the Town of Carlisle be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the Town of Carlisle's apportioned share of a bond to be issued by the Concord-Carlisle Regional School District to pay for landfill remediation for the District?

YES 388

NO 137

BLANK 92

Question 2: Shall the Town of Carlisle be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond to be issued in order to pay for a public safety communication tower?

YES 376

NO 155

BLANK 86

WARRANT
SPECIAL TOWN MEETING
OCTOBER 18, 2017

Middlesex, ss.

To either of the Constables of the Town of Carlisle in the County of Middlesex:

GREETINGS

IN THE NAME OF the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and town affairs, to meet at the Corey Building at 150 Church Street in said Carlisle on Wednesday, the Eighteenth of October next, at seven o'clock in the evening, and thereafter continuing from day to day until completed, then and there to act on the following articles:

ARTICLE 1 – Zoning Amendment – Residential Open Space Community:

To see if the Town will vote to amend the Zoning Bylaws of the Town of Carlisle as follows:

1. By adopting a new Section 5.12 entitled Residential Open Space Community, to read as follows:

5.12 Residential Open Space Community

Tracts of land in Residence District B may be considered eligible for this special permit.

5.12.1 Purpose

The Residential Open Space Community is intended: to encourage residential development which meets the physical, emotional and social needs of the Carlisle community including senior citizens, and to encourage the preservation of rurality, open areas and natural settings, and to encourage energy efficient, and cost-effective residential development.

5.12.2 Definition

For the purposes of this section, dwelling unit is defined as a portion of a building, which portion is designed as the residence of one family.

5.12.3 Special Permit Granting Authority

The Planning Board shall be the Special Permit Granting Authority for the purposes of this section. It will develop rules and regulations governing the process whereby the special permit for a Residential Open Space Community may be granted.

5.12.4 Conditions for Grant of Special Permit

In order to grant a permit for a Residential Open Space Community, the Planning Board must find:

5.12.4.1 That the number of dwelling units will be no greater than 2 times the number of lots which the Planning Board, incorporating wetland considerations, determines would be allowed on the parcel were it to be developed as a subdivision according to the Rules and Regulations for the Subdivision of Land in Carlisle; but that the number of dwelling units will not exceed one half the number of acres in the tract.

5.12.4.2 That the total tract area is at least 15 acres.

5.12.4.3 That the width of any lot shall be at least 40 feet between the point of physical access on a way which is acceptable for frontage under Chapter 41 and any building containing a dwelling unit.

5.12.4.4 That the entire Residential Open Space Community tract is separated from adjacent property by intervening Open Space.

5.12.4.5 That the Open Space shall constitute at least 1.8 acres for every dwelling unit.

5.12.4.6 That the Open Space meets at least one of the following criteria:

5.12.4.6.1 It preserves some component of Carlisle's farm community, such as agricultural fields.

5.12.4.6.2 It preserves areas of open meadow, woodland, water bodies or ecotone.

5.12.4.6.3 It creates or preserves vistas or buffer areas.

5.12.4.6.4 It preserves valuable habitat for identifiable species of fauna and flora.

5.12.4.6.5 It preserves an artifact of historic value.

5.12.4.7 That the Open Space is of such shape, size and location as are appropriate for its intended use. In making this finding, the Planning Board may find it appropriate that the Open Space be used, in part, to create a visual buffer between the Residential Open Space Community and abutting uses, and for small structures associated with allowed uses of the Open Space.

- 5.12.4.8 That the Open Space does not include any residential structures, or any appurtenant structures such as carports, septic systems, roads, driveways or parking, other than those which the Planning Board may allow under #5.12.4.7 above; providing however the Open Space may include drinking water wells and appurtenant piping and electrical service.
- 5.12.4.9 That the Open Space shall be conveyed to the Town of Carlisle for park or open space use or conveyed to a non-profit organization the principal purpose of which is the conservation of open space, or conveyed to a corporation or trust composed of the owners of units within the Residential Open Space Community. In the case where such land is not conveyed to the Town, the Board must find that beneficial rights in said Open Space shall be deeded to the owners, and a permanent restriction enforceable by the Town pursuant to M.G.L. Ch. 184, Section 32, providing that such land shall be kept in open or natural state, shall be recorded at the Middlesex North District Registry of Deeds.
- 5.12.4.10 That access from a way, of suitable width and location, has been provided to the Open Space.
- 5.12.4.11 That the Residential Open Space Community will be composed of freestanding single family units and/or attached dwelling units which in all cases reflect, in size and architecture, the character of Carlisle's single family residences. The buildings shall not have the appearance of apartments.
- 5.12.4.12 That a variety of units shall be provided within the Residential Open Space Community, which may include dwelling units of one, two, or three bedrooms, that each building in the Residential Open Space Community has no more than four dwelling units, that multi-unit buildings average no more than two bedrooms per unit, that no unit has more than three bedrooms, that no freestanding single-family unit measures more than 3000 square feet gross floor area excluding the basement, and that no building measures more than 6000 square feet gross floor area excluding the basement. These calculations include the area within the building that may be devoted to garage spaces.
- 5.12.4.13 That to the degree practicable all residential structures shall be "Net-Zero Possible" to allow residents of such structures the ability to install roof-mounted solar facilities and receive available tax or other incentives for which they may be eligible.

5.12.4.14 That all residential buildings will have safe access from ways.

5.12.4.15 That provision has been made for at least two parking spaces per unit inclusive of any garage spaces.

5.12.4.16 That all residential buildings are located at least 100 feet from the boundary of the land subject to this special permit, and at least 50 feet from the Open Space, and at least 30 feet from other residential buildings. Notwithstanding the above, if there is a separation of at least 200 feet between all new residential buildings within the Residential Open Space Community and (a) all existing residential buildings across the side and rear lot lines of the land subject to this special permit and (b) from the footprint of any future residence on another lot across the side and rear lot lines of the land subject to this special permit for which a Building Permit has been issued prior to the filing of the Residential Open Space Community special permit application, the Planning Board may allow for the setback distance of the new residential buildings to the rear and side lot lines to be reduced to 50 feet and the setback of the residential buildings to the Open Space to be reduced to less than 50 feet. Open Space that is allowed to be located less than 50 feet from a residential building pursuant to this Section shall not provide the required public access to the Open Space.

5.12.4.17 That a Homeowners' Association will be formed which will have the legal responsibility for the management and maintenance of the development. This responsibility includes but is not limited to exterior maintenance of buildings, plowing, driveway, parking lot and road maintenance, landscape maintenance, and maintenance of common utilities, including septic systems and wells. In addition, the Homeowners' Association must accept responsibility for the maintenance of the Open Space if the Open Space is to be conveyed to a corporation or trust either of which is composed of unit owners.

5.12.5 Submission Requirements

An applicant which desires a Special Permit under this section shall submit an application to the Town Clerk and to the Planning Board, accompanied by the following plans and documents:

5.12.5.1 A plan of the whole tract giving such information as the Planning Board requires in order to determine how many lots would be allowed were the tract to be divided under the Rules and Regulations Governing the Subdivision of Land in Carlisle.

5.12.5.2 A Land Use Plan for the entire Residential Open Space Community, drawn in accordance with the rules and regulations of the Planning Board, which includes, but is not limited to, the following information: 1) the location, size, ownership, and uses of the proposed Open Space, designating the natural resources to be preserved; 2) the location and form of the access to the Open Space; 3) the lots to be developed; 4) a table including the number of residential buildings and dwelling units proposed, the maximum number of bedrooms, and the square footage of each dwelling unit and building; 5) the layout and placement of all roads, driveways, access ways, parking spaces, residential buildings, accessory buildings, septic tanks, leaching fields, wells, and any other proposed construction, including landscaping and lighting; 6) typical architectural plans and renderings, including plan, elevation and perspective views of a typical Residential Open Space Community building; and 7) draft documents for the conveyance of the Open Space if it is to be given to the Town, or permanent restriction if it is not to be conveyed to the Town, a Homeowners' Maintenance agreement, an Open Space Maintenance Agreement, and a document detailing the ownership and maintenance of common areas.

5.12.6 Additional Conditions

5.12.6.1 Lots subject to a special permit under Section #5.12 shall be exempt from Sections #4.1, #4.2, and #4.3 of these zoning bylaws.

5.12.6.2 As a condition of approval, the Board may require such changes in the proposed development plans and may impose such conditions and safeguards as it deems necessary to secure the objectives of this bylaw, and to protect the health, safety and welfare of the inhabitants of the neighborhood and of the Town of Carlisle.

5.12.6.3 Upon receipt of an application, the Board shall provide notice of same to the Housing Authority and provide them with the opportunity within the public hearing to propose to the applicant the buy-down of a unit or units for affordability. The Board shall also provide notice to the Council on Aging and provide them the opportunity within the public hearing to propose to the applicant senior-friendly modifications to a unit or units.

5.12.6.4 No tract for which a special permit under this Section #5.12 has been granted shall be further subdivided unless and until the special permit lapses.

5.12.6.5 Change in Plans after grant of Special Permit

Changes to any aspect of the approved plans shall require a modification of the special permit, except as follows: In the event that the holder of a special permit believes its proposed changes to be insubstantial, it shall provide the Planning Board with a written notice describing such changes in detail. If the Planning Board finds the changes to be insubstantial, it may vote to approve the changes administratively without the need for formal modification of the special permit. If the Planning Board determines the changes to be substantial, it shall notify the permit holder, who shall then apply for a modification of the special permit.

5.12.6.6 Notwithstanding the requirements of Section #7.2, a special permit granted under this section shall lapse if, within two years from the grant thereof, a substantial use of the permit has not commenced except that the Planning Board may extend the special permit for a period of no more than two years if it finds good cause.

2. By inserting in the second paragraph of Section 7.2, Special Permits, in appropriate numerical order, a reference to new Section 5.12 (Residential Open Space Community), so that said paragraph reads as follows:

The Board of Appeals shall be the special permit granting authority for all special permits except as provided in Section #5.1 (Residence District M), Section #5.2 (Wetland/Flood Hazard District), Section #5.4 (Private Driveways), Section #5.5 (Conservation Clusters), Section #5.6 (Accessory Apartments), Section #5.7 (Senior Residential Open Space Community), Section #5.8.6 (Intermediate Ground-Mounted Solar Photovoltaic Facilities), ~~and~~ Section # 5.9 (Personal Wireless Service Facilities), and Section #5.12 (Residential Open Space Community).

3. By amending the first paragraph of Section 7.6.1 to include Residential Open Space Communities among the list of uses that do not require site plan review, so that said paragraph reads as follows:

7.6.1 For the purpose of administering the provisions of the bylaw relating to non-residential and certain other uses in all districts, not including a senior residential open space community as allowed under Section 5.7 of these bylaws, personal wireless communication facilities as allowed under Section 5.9 of these bylaws, accessory apartments as allowed under Section 5.6 of these bylaws, intermediate ground-mounted solar voltaic facilities as allowed under Section 5.8.6 of these bylaws, a residential open space community as allowed under Section 5.12 of these

bylaws, and accessory uses permitted in General Residence Districts under Section 3.2.1.11 of these bylaws, and to ensure the most advantageous use of all properties within the same district and for the reasonable protection of the legitimate interests of adjoining property owners, site plan approval shall be required prior to the:

or to take any other action related thereto.

(BOARD OF SELECTMEN)

ARTICLE 2 – Acquisition of Lots 1 and 2 - 767 Bedford Road:

- A. To see if the town will vote to act on the report of the Community Preservation Committee and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds and to authorize the Board of Selectmen and Conservation Commission to enter into all agreements and execute any and all instruments necessary to acquire, convey, or accept as the case may be, appropriate historic preservation restrictions for historic resources and conservation restrictions for open space, in accordance with Chapter 184 of the General Laws, to be in compliance with the requirements of Chapter 44B, Section 12 of the General Laws of the Commonwealth;
- B. To see if the Town will vote to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds for the acquisition of the fee interest in two certain parcels of real estate at 767 Bedford Road, comprised of 6.04 acres, more or less, and shown as Lot 1 and Lot 2 on the ANR plan of land recorded on March 8, 2016 with the Middlesex North District Registry of Deeds in Plan Book 241 as Plan 14, and to authorize the Board of Selectmen and Conservation Commission to enter into all agreements and execute any and all instruments necessary to acquire, convey, or accept as the case may be, conservation restrictions for open space, in accordance with Chapter 184 of the General Laws, to be in compliance with the requirements of Chapter 44B, Section 12 of the General Laws of the Commonwealth; and
- C. To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift or eminent domain, the fee interest in two certain parcels of real estate at 767 Bedford Road, comprised of 6.04 acres, more or less, and shown as Lot 1 and Lot 2 on the ANR plan of land recorded on March 8, 2016 with the Middlesex North District Registry of Deeds in Plan Book 241 as Plan 14, provided that said land is to be conveyed to the Town of Carlisle to be managed and controlled by the Carlisle Conservation Commission for conservation, agriculture, and passive recreation purposes; (ii) to appropriate a sum or sums to pay costs of purchasing the property described herein, including the payment of all costs incidental and related thereto, and to determine whether this amount should be raised by borrowing, transferred from available funds, taxation or otherwise; (iii) to

authorize the Board of Selectmen and the Conservation Commission to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Carlisle to effect said acquisition or purchase or grants; and to authorize the Board of Selectmen and the Conservation Commission to convey to the Carlisle Conservation Foundation, a perpetual conservation restriction on said land as authorized by Chapter 184, Sections 31 through 33 inclusive of the General Laws, allowing conservation, agriculture and passive recreation uses on the land acquired pursuant to this vote, within the meaning of Chapter 40, Section 8C of the General Laws, or (iv) to take any other action in relation thereto; or to take any other action in relation thereto.

(BOARD OF SELECTMEN)

And you are directed to serve this warrant by posting a true and attested copy thereof at the Town Hall and at the Post Office in said Town of Carlisle at least fourteen days prior to the time of holding said meeting.

THEREOF FAIL NOT and make return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of holding the meeting aforesaid.

Given under our hands this 26th day of September in the Year of Our Lord 2017.

BOARD OF SELECTMEN

Luke Ascolillo, Chairman

Kerry Kissinger, Vice-Chairman

Kate Reid, Clerk

Claude von Roesgen

Nathan C. Brown

SPECIAL TOWN MEETING MINUTES

The Special Town Meeting was convened October 18, 2017, at the Corey Building. A quorum of 150 voters was reached. Wayne Davis, the Elected Town Moderator had recused himself from this meeting due to a conflict of interest related to his service as a Director with the Carlisle Conservation Foundation. The meeting called to order by Charlene M. Hinton, Town Clerk, at 7:23 PM. There were 389 voters present.

The Town Clerk accepted nominations for a Temporary Moderator. On a motion by Luke Ascolillo and seconded by Kerry Kissinger, Melissa McMorrow of 301 Concord Street was elected to serve as Temporary Moderator for this meeting.

There being no further business to come before the meeting, the Annual Town Meeting was adjourned at 8:25 PM.

ARTICLE 1 – Zoning Amendment – Residential Open Space Community:

5.12 Residential Open Space Community

Tracts of land in Residence District B may be considered eligible for this special permit.

5.12.1 Purpose

The Residential Open Space Community is intended: to encourage residential development which meets the physical, emotional and social needs of the Carlisle community including senior citizens, and to encourage the preservation of rurality, open areas and natural settings, and to encourage energy efficient, and cost-effective residential development.

5.12.2 Definition

For the purposes of this section, dwelling unit is defined as a building or a portion of a building, which is designed as the residence of one family.

5.12.3 Special Permit Granting Authority

The Planning Board shall be the Special Permit Granting Authority for the purposes of this section. It will develop rules and regulations governing the process whereby the special permit for a Residential Open Space Community may be granted.

5.12.4 Conditions for Grant of Special Permit

In order to grant a permit for a Residential Open Space Community, the Planning Board must find:

5.12.4.1 That the number of dwelling units will be no greater than 2 times the number of lots which the Planning Board, incorporating wetland considerations, determines would be allowed on the parcel were it to be developed as a subdivision according to the Rules and Regulations for the Subdivision of Land in Carlisle; but that the number of dwelling units will not exceed one half the number of acres in the tract.

5.12.4.2 That the total tract area is at least 15 acres.

5.12.4.3 That the width of any lot shall be at least 40 feet between the point of physical access on a way which is acceptable for frontage under Chapter 41 and any building containing a dwelling unit.

5.12.4.4 That the entire Residential Open Space Community tract is separated from adjacent property by intervening Open Space.

5.12.4.5 That the Open Space shall constitute at least 1.8 acres for every dwelling unit.

5.12.4.6 That the Open Space meets at least one of the following criteria:

5.12.4.6.1 It preserves some component of Carlisle's farm community, such as agricultural fields.

5.12.4.6.2 It preserves areas of open meadow, woodland, water bodies or ecotone.

5.12.4.6.3 It creates or preserves vistas or buffer areas.

5.12.4.6.4 It preserves valuable habitat for identifiable species of fauna and flora.

5.12.4.6.5 It preserves an artifact of historic value.

- 5.12.4.7 That the Open Space is of such shape, size and location as are appropriate for its intended use. In making this finding, the Planning Board may find it appropriate that the Open Space be used, in part, to create a visual buffer between the Residential Open Space Community and abutting uses, and for small structures associated with allowed uses of the Open Space.
- 5.12.4.8 That the Open Space does not include any residential structures, or any appurtenant structures such as carports, septic systems, roads, driveways or parking, other than those which the Planning Board may allow under #5.12.4.7 above; providing however the Open Space may include drinking water wells and appurtenant piping and electrical service.
- 5.12.4.9 That the Open Space shall be conveyed to the Town of Carlisle for park or open space use or conveyed to a non-profit organization the principal purpose of which is the conservation of open space, or conveyed to a corporation or trust composed of the owners of units within the Residential Open Space Community. In the case where such land is not conveyed to the Town, the Board must find that beneficial rights in said Open Space shall be deeded to the owners, and a permanent restriction enforceable by the Town pursuant to M.G.L. Ch. 184, Section 32, providing that such land shall be kept in open or natural state, shall be recorded at the Middlesex North District Registry of Deeds.
- 5.12.4.10 That access from a way, of suitable width and location, has been provided to the Open Space.
- 5.12.4.11 That the Residential Open Space Community will be composed of freestanding single family units and/or attached dwelling units which in all cases reflect, in size and architecture, the character of Carlisle's single family residences. The buildings shall not have the appearance of apartments.

- 5.12.4.12 That a variety of units shall be provided within the Residential Open Space Community, which may include dwelling units of one, two, or three bedrooms, that each building in the Residential Open Space Community has no more than four dwelling units, that multi-unit buildings average no more than two bedrooms per unit, that no unit has more than three bedrooms, that no freestanding single-family unit measures more than 3000 square feet gross floor area excluding the basement, and that no building measures more than 6000 square feet gross floor area excluding the basement. These calculations include the area within the building that may be devoted to garage spaces.
- 5.12.4.13 That to the degree practicable all residential structures shall be “Net-Zero Possible” to allow residents of such structures the ability to install roof-mounted solar facilities and receive available tax or other incentives for which they may be eligible.
- 5.12.4.14 That all residential buildings will have safe access from ways.
- 5.12.4.15 That provision has been made for at least two parking spaces per unit inclusive of any garage spaces.

5.12.4.16 That all residential buildings are located at least 100 feet from the boundary of the land subject to this special permit, and at least 50 feet from the Open Space, and at least 30 feet from other residential buildings. Notwithstanding the above, if there is a separation of at least 200 feet between all new residential buildings within the Residential Open Space Community and (a) all existing residential buildings across the side and rear lot lines of the land subject to this special permit and (b) from the footprint of any future residence on another lot across the side and rear lot lines of the land subject to this special permit for which a Building Permit has been issued prior to the filing of the Residential Open Space Community special permit application, the Planning Board may allow for the setback distance of the new residential buildings to the rear and side lot lines to be reduced to 50 feet and the setback of the residential buildings to the Open Space to be reduced to less than 50 feet. Open Space that is allowed to be located less than 50 feet from a residential building pursuant to this Section shall not provide the required public access to the Open Space.

5.12.4.17 That a Homeowners' Association will be formed which will have the legal responsibility for the management and maintenance of the development. This responsibility includes but is not limited to exterior maintenance of buildings, plowing, driveway, parking lot and road maintenance, landscape maintenance, and maintenance of common utilities, including septic systems and wells. In addition, the Homeowners' Association must accept responsibility for the maintenance of the Open Space if the Open Space is to be conveyed to a corporation or trust either of which is composed of unit owners.

5.12.5 Submission Requirements

An applicant which desires a Special Permit under this section shall submit an application to the Town Clerk and to the Planning Board, accompanied by the following plans and documents:

5.12.5.1 A plan of the whole tract giving such information as the Planning Board requires in order to determine how many lots would be allowed were the tract to be divided under the Rules and Regulations Governing the Subdivision of Land in Carlisle.

5.12.5.2 A Land Use

Plan for the entire Residential Open Space Community, drawn in accordance with the rules and regulations of the Planning Board, which includes, but is not limited to, the following information: 1) the location, size, ownership, and uses of the proposed Open Space, designating the natural resources to be preserved; 2) the location and form of the access to the Open Space; 3) the lots to be developed; 4) a table including the number of residential buildings and dwelling units proposed, the maximum number of bedrooms, and the square footage of each dwelling unit and building; 5) the layout and placement of all roads, driveways, access ways, parking spaces, residential buildings, accessory buildings, septic tanks, leaching fields, wells, and any other proposed construction, including landscaping and lighting; 6) typical architectural plans and renderings, including plan, elevation and perspective views of a typical Residential Open Space Community building; and 7) draft documents for the conveyance of the Open Space if it is to be given to the Town, or permanent restriction if it is not to be conveyed to the Town, a Homeowners' Maintenance agreement, an Open Space Maintenance Agreement, and a document detailing the ownership and maintenance of common areas.

5.12.6 Additional Conditions

5.12.6.1 Lots subject to a special permit under Section #5.12 shall be exempt from Sections #4.1, #4.2, and #4.3 of these zoning bylaws.

5.12.6.2 As a condition of approval, the Board may require such changes in the proposed development plans and may impose such conditions and safeguards as it deems necessary to secure the objectives of this bylaw, and to protect the health, safety and welfare of the inhabitants of the neighborhood and of the Town of Carlisle.

5.12.6.3 Upon receipt of an application, the Board shall provide notice of same to the Housing Authority and provide them with the opportunity within the public hearing to propose to the applicant affordability options for a unit or units. The Board shall also provide notice to the Council on Aging and provide them the opportunity within the public hearing to propose to the applicant senior-friendly modifications to a unit or units.

5.12.6.4 No tract for which a special permit under this Section #5.12 has been granted shall be further subdivided unless and until the special permit lapses.

5.12.6.5 Change in Plans after grant of Special Permit

Changes to any aspect of the approved plans shall require a modification of the special permit, except as follows: In the event that the holder of a special permit believes its proposed changes to be insubstantial, it shall provide the Planning Board with a written notice describing such changes in detail. If the Planning Board finds the changes to be insubstantial, it may vote to approve the changes administratively without the need for formal modification of the special permit. If the Planning Board determines the changes to be substantial, it shall notify the permit holder, who shall then apply for a modification of the special permit.

5.12.6.6 Notwithstanding the requirements of Section #7.2, a special permit granted under this section shall lapse if, within two years from the grant thereof, a substantial use of the permit has not commenced except that the Planning Board may extend the special permit for a period of no more than two years if it finds good cause.

7.2 Special Permits

Where a special permit may be issued under this bylaw, the person desiring such special permit shall make written application to the special permit granting authority and shall submit a copy to the Town Clerk. Where, in the opinion of the special permit granting authority, the special permit may be granted if accompanied by conditions specially designed to safeguard persons and property in the vicinity and the Town, it shall impose such conditions in writing and make them a part of the special permit. The rights granted by a special permit under this bylaw shall lapse if they are not exercised within a period of one (1) year.

The Board of Appeals shall be the special permit granting authority for all special permits except as provided in Section #5.1 (Residence District M), Section #5.2 (Wetland/Flood Hazard District), Section #5.4 (Private Driveways), Section #5.5 (Conservation Clusters), Section #5.6 (Accessory Apartments), Section #5.7 (Senior

Residential Open Space Community), Section #5.8.6 (Intermediate Ground-Mounted Solar Photovoltaic Facilities), Section # 5.9 (Personal Wireless Service Facilities), and Section #5.12 (Residential Open Space Community).

As authorized by the General Laws, Chapter 40A, Section 9, there shall be up to two Associate Members of the Planning Board. Where the Planning Board is designated as the special permit granting authority, such Associates shall act on special permit applications when designated to do so by the Chair of the Planning Board in case of absence, inability to act, or conflict of interest on the part of any member of the Planning Board, or in the event of a vacancy on the Board. The Associate Members shall each be appointed for a three year term by a majority vote of the Selectmen and the members of the Planning Board, as in the same manner as for filling a vacancy on a board consisting of two or more members pursuant to Chapter 41, Section 11 of the General Laws of the Commonwealth. The Planning Board, upon written charges and after a public hearing, may remove Associate Members for cause.

7.6 Site Plan Review

7.6.1 For the purpose of administering the provisions of the bylaw relating to non-residential and certain other uses in all districts, not including a senior residential open space community as allowed under Section 5.7 of these bylaws, personal wireless communication facilities as allowed under Section 5.9 of these bylaws, accessory apartments as allowed under Section 5.6 of these bylaws, medical marijuana treatment centers as allowed under Section 5.10 of these bylaws, a residential open space community as allowed under Section 5.12 of these bylaws, and accessory uses permitted in General Residence Districts under Section 3.2.1.11 of these bylaws, and to ensure the most advantageous use of all properties within the same district and for the reasonable protection of the legitimate interests of adjoining property owners, site plan approval shall be required prior to the:

7.6.1.1 Construction of a new building or structure, the principal use of which is non-residential;

7.6.1.2 Construction of an addition to or alteration of any existing building, the principal use of which is non-residential;

7.6.1.3 Establishment of a principal non-residential use in an existing building not theretofore used for such purposes;

7.6.1.4 Establishment of a more intensive non-residential use on the site of a

previous non-residential use, including, but not limited to, the establishment of or alteration to any parking, loading or vehicular access, or the increase in number of employees at the site or proposed pedestrian traffic to and from the site;

7.6.1.5 Construction of a new building or structure, or an addition or alteration of any existing building or structure, for use as multifamily housing; or

7.6.1.6 Construction or alteration of a municipal parking, cultural, recreational, water supply or protective use pursuant to this Section 7.6 in addition to any special permits or other approvals required under these bylaws.

I, Charlene M. Hinton, Clerk of the Town of Carlisle, hereby certify that at the Special Town Meeting, duly called and held in said Carlisle on October 18, 2017, the following vote was recorded with respect to Article 1 of the Warrant for said meeting:

ARTICLE 1 – Zoning Amendment – Residential Open Space Community:

On motion of Luke Ascolillo it was voted by a declared 2/3 majority that the Town amend the Zoning Bylaws of the Town of Carlisle as follows:

1. By adopting a new Section 5.12 entitled Residential Open Space Community, to read as follows:

5.12 Residential Open Space Community

Tracts of land in Residence District B may be considered eligible for this special permit.

5.12.1 Purpose

The Residential Open Space Community is intended: to encourage residential development which meets the physical, emotional and social needs of the Carlisle community including senior citizens, and to encourage the preservation of rurality, open areas and natural settings, and to encourage energy efficient, and cost-effective residential development.

5.12.2 Definition

For the purposes of this section, dwelling unit is defined as a building or a portion of a building, which ~~portion~~ is designed as the residence of one family.

5.12.3 Special Permit Granting Authority

The Planning Board shall be the Special Permit Granting Authority for the purposes of this section. It will develop rules and regulations governing the process whereby the special permit for a Residential Open Space Community may be granted.

5.12.4 Conditions for Grant of Special Permit

In order to grant a permit for a Residential Open Space Community, the Planning Board must find:

5.12.4.1 That the number of dwelling units will be no greater than 2 times the number of lots which the Planning Board, incorporating wetland considerations, determines would be allowed on the parcel were it to be developed as a subdivision according to the Rules and Regulations for the Subdivision of Land in Carlisle; but that the number of dwelling units will not exceed one half the number of acres in the tract.

5.12.4.2 That the total tract area is at least 15 acres.

5.12.4.3 That the width of any lot shall be at least 40 feet between the point of physical access on a way which is acceptable for frontage under Chapter 41 and any building containing a dwelling unit.

5.12.4.4 That the entire Residential Open Space Community tract is separated from adjacent property by intervening Open Space.

5.12.4.5 That the Open Space shall constitute at least 1.8 acres for every dwelling unit.

5.12.4.6 That the Open Space meets at least one of the following criteria:

5.12.4.6.1 It preserves some component of Carlisle's farm community, such as agricultural fields.

5.12.4.6.2 It preserves areas of open meadow, woodland, water bodies or ecotone.

5.12.4.6.3 It creates or preserves vistas or buffer areas.

- 5.12.4.6.4 It preserves valuable habitat for identifiable species of fauna and flora.
- 5.12.4.6.5 It preserves an artifact of historic value.
- 5.12.4.7 That the Open Space is of such shape, size and location as are appropriate for its intended use. In making this finding, the Planning Board may find it appropriate that the Open Space be used, in part, to create a visual buffer between the Residential Open Space Community and abutting uses, and for small structures associated with allowed uses of the Open Space.
- 5.12.4.8 That the Open Space does not include any residential structures, or any appurtenant structures such as carports, septic systems, roads, driveways or parking, other than those which the Planning Board may allow under #5.12.4.7 above; providing however the Open Space may include drinking water wells and appurtenant piping and electrical service.
- 5.12.4.9 That the Open Space shall be conveyed to the Town of Carlisle for park or open space use or conveyed to a non-profit organization the principal purpose of which is the conservation of open space, or conveyed to a corporation or trust composed of the owners of units within the Residential Open Space Community. In the case where such land is not conveyed to the Town, the Board must find that beneficial rights in said Open Space shall be deeded to the owners, and a permanent restriction enforceable by the Town pursuant to M.G.L. Ch. 184, Section 32, providing that such land shall be kept in open or natural state, shall be recorded at the Middlesex North District Registry of Deeds.
- 5.12.4.10 That access from a way, of suitable width and location, has been provided to the Open Space.
- 5.12.4.11 That the Residential Open Space Community will be composed of freestanding single family units and/or attached dwelling units which in all cases reflect, in size and architecture, the character of Carlisle's single family residences. The buildings shall not have the appearance of apartments.

- 5.12.4.12 That a variety of units shall be provided within the Residential Open Space Community, which may include dwelling units of one, two, or three bedrooms, that each building in the Residential Open Space Community has no more ~~that~~ than four dwelling units, that multi-unit buildings average no more ~~that~~ than two bedrooms per unit, that no unit has more than three bedrooms, that no freestanding single-family unit measures more than 3000 square feet gross floor area excluding the basement, and that no building measures more than 6000 square feet gross floor area excluding the basement. These calculations include the area within the building that may be devoted to garage spaces.
- 5.12.4.13 That to the degree practicable all residential structures shall be “Net-Zero Possible” to allow residents of such structures the ability to install roof-mounted solar facilities and receive available tax or other incentives for which they may be eligible.
- 5.12.4.14 That all residential buildings will have safe access from ways.
- 5.12.4.15 That provision has been made for at least two parking spaces per unit inclusive of any garage spaces.

5.12.4.16 That all residential buildings are located at least 100 feet from the boundary of the land subject to this special permit, and at least 50 feet from the Open Space, and at least 30 feet from other residential buildings. Notwithstanding the above, if there is a separation of at least 200 feet between all new residential buildings within the Residential Open Space Community and (a) all existing residential buildings across the side and rear lot lines of the land subject to this special permit and (b) from the footprint of any future residence on another lot across the side and rear lot lines of the land subject to this special permit for which a Building Permit has been issued prior to the filing of the Residential Open Space Community special permit application, the Planning Board may allow for the setback distance of the new residential buildings to the rear and side lot lines to be reduced to 50 feet and the setback of the residential buildings to the Open Space to be reduced to less than 50 feet. Open Space that is allowed to be located less than 50 feet from a residential building pursuant to this Section shall not provide the required public access to the Open Space.

5.12.4.17 That a Homeowners' Association will be formed which will have the legal responsibility for the management and maintenance of the development. This responsibility includes but is not limited to exterior maintenance of buildings, plowing, driveway, parking lot and road maintenance, landscape maintenance, and maintenance of common utilities, including septic systems and wells. In addition, the Homeowners' Association must accept responsibility for the maintenance of the Open Space if the Open Space is to be conveyed to a corporation or trust either of which is composed of unit owners.

5.12.5 Submission Requirements

An applicant which desires a Special Permit under this section shall submit an application to the Town Clerk and to the Planning Board, accompanied by the following plans and documents:

5.12.5.1 A plan of the whole tract giving such information as the Planning Board requires in order to determine how many lots would be allowed were the tract to be divided under the Rules and Regulations Governing the Subdivision of Land in Carlisle.

5.12.5.2 A Land Use

Plan for the entire Residential Open Space Community, drawn in accordance with the rules and regulations of the Planning Board, which includes, but is not limited to, the following information: 1) the location, size, ownership, and uses of the proposed Open Space, designating the natural resources to be preserved; 2) the location and form of the access to the Open Space; 3) the lots to be developed; 4) a table including the number of residential buildings and dwelling units proposed, the maximum number of bedrooms, and the square footage of each dwelling unit and building; 5) the layout and placement of all roads, driveways, access ways, parking spaces, residential buildings, accessory buildings, septic tanks, leaching fields, wells, and any other proposed construction, including landscaping and lighting; 6) typical architectural plans and renderings, including plan, elevation and perspective views of a typical Residential Open Space Community building; and 7) draft documents for the conveyance of the Open Space if it is to be given to the Town, or permanent restriction if it is not to be conveyed to the Town, a Homeowners' Maintenance agreement, an Open Space Maintenance Agreement, and a document detailing the ownership and maintenance of common areas.

5.12.6 Additional Conditions

5.12.6.1 Lots subject to a special permit under Section #5.12 shall be exempt from Sections #4.1, #4.2, and #4.3 of these zoning bylaws.

5.12.6.2 As a condition of approval, the Board may require such changes in the proposed development plans and may impose such conditions and safeguards as it deems necessary to secure the objectives of this bylaw, and to protect the health, safety and welfare of the inhabitants of the neighborhood and of the Town of Carlisle.

5.12.6.3 Upon receipt of an application, the Board shall provide notice of same to the Housing Authority and provide them with the opportunity within the public hearing to propose to the applicant ~~the buy down of a unit or units for~~ affordability options for a unit or units. The Board shall also provide notice to the Council on Aging and provide them the opportunity within the public hearing to propose to the applicant senior-friendly modifications to a unit or units.

5.12.6.4 No tract for which a special permit under this Section #5.12 has been granted shall be further subdivided unless and until the special permit lapses.

5.12.6.5 Change in Plans after grant of Special Permit

Changes to any aspect of the approved plans shall require a modification of the special permit, except as follows: In the event that the holder of a special permit believes its proposed changes to be insubstantial, it shall provide the Planning Board with a written notice describing such changes in detail. If the Planning Board finds the changes to be insubstantial, it may vote to approve the changes administratively without the need for formal modification of the special permit. If the Planning Board determines the changes to be substantial, it shall notify the permit holder, who shall then apply for a modification of the special permit.

5.12.6.6 Notwithstanding the requirements of Section #7.2, a special permit granted under this section shall lapse if, within two years from the grant thereof, a substantial use of the permit has not commenced except that the Planning Board may extend the special permit for a period of no more than two years if it finds good cause.

2. By inserting in the second paragraph of Section 7.2, Special Permits, in appropriate numerical order, a reference to new Section 5.12 (Residential Open Space Community), so that said paragraph reads as follows:

The Board of Appeals shall be the special permit granting authority for all special permits except as provided in Section #5.1 (Residence District M), Section #5.2 (Wetland/Flood Hazard District), Section #5.4 (Private Driveways), Section #5.5 (Conservation Clusters), Section #5.6 (Accessory Apartments), Section #5.7 (Senior Residential Open Space Community), Section #5.8.6 (Intermediate Ground-Mounted Solar Photovoltaic Facilities), Section # 5.9 (Personal Wireless Service Facilities), and Section #5.12 (Residential Open Space Community).

3. By amending the first paragraph of Section 7.6.1 to include Residential Open Space Communities among the list of uses that do not require site plan review, so that said paragraph reads as follows:

7.6.1 For the purpose of administering the provisions of the bylaw relating to non-

residential and certain other uses in all districts, not including a senior residential open space community as allowed under Section 5.7 of these bylaws, personal wireless communication facilities as allowed under Section 5.9 of these bylaws, accessory apartments as allowed under Section 5.6 of these bylaws, intermediate ground-mounted solar voltaic facilities as allowed under Section 5.8.6 of these bylaws, a residential open space community as allowed under Section 5.12 of these bylaws, and accessory uses permitted in General Residence Districts under Section 3.2.1.11 of these bylaws, and to ensure the most advantageous use of all properties within the same district and for the reasonable protection of the legitimate interests of adjoining property owners, site plan approval shall be required prior to the:

I move that the Town amend the Zoning Bylaws of the Town of Carlisle as follows:

1. By adopting a new Section 5.12 entitled Residential Open Space Community, to read as follows:

5.12 Residential Open Space Community

Tracts of land in Residence District B may be considered eligible for this special permit.

5.12.1 Purpose

The Residential Open Space Community is intended: to encourage residential development which meets the physical, emotional and social needs of the Carlisle community including senior citizens, and to encourage the preservation of rurality, open areas and natural settings, and to encourage energy efficient, and cost-effective residential development.

5.12.2 Definition

For the purposes of this section, dwelling unit is defined as a building or a portion of a building, which ~~portion~~ is designed as the residence of one family.

5.12.3 Special Permit Granting Authority

The Planning Board shall be the Special Permit Granting Authority for the purposes of this section. It will develop rules and regulations governing the process whereby the special permit for a Residential Open Space Community may be granted.

5.12.4 Conditions for Grant of Special Permit

In order to grant a permit for a Residential Open Space Community, the Planning Board must find:

5.12.4.1 That the number of dwelling units will be no greater than 2 times the number of lots which the Planning Board, incorporating wetland considerations, determines would be allowed on the parcel were it to be developed as a subdivision according to the Rules and Regulations for the Subdivision of Land in Carlisle; but that the number of dwelling units will not exceed one half the number of acres in the tract.

5.12.4.2 That the total tract area is at least 15 acres.

5.12.4.3 That the width of any lot shall be at least 40 feet between the point of physical access on a way which is acceptable for frontage under Chapter 41 and any building containing a dwelling unit.

5.12.4.4 That the entire Residential Open Space Community tract is separated from adjacent property by intervening Open Space.

5.12.4.5 That the Open Space shall constitute at least 1.8 acres for every dwelling unit.

5.12.4.6 That the Open Space meets at least one of the following criteria:

5.12.4.6.1 It preserves some component of Carlisle's farm community, such as agricultural fields.

5.12.4.6.2 It preserves areas of open meadow, woodland, water bodies or ecotone.

5.12.4.6.3 It creates or preserves vistas or buffer areas.

5.12.4.6.4 It preserves valuable habitat for identifiable species of fauna and flora.

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- 5.12.4.7 That the Open Space is of such shape, size and location as are appropriate for its intended use. In making this finding, the Planning Board may find it appropriate that the Open Space be used, in part, to create a visual buffer between the Residential Open Space Community and abutting uses, and for small structures associated with allowed uses of the Open Space.
- 5.12.4.8 That the Open Space does not include any residential structures, or any appurtenant structures such as carports, septic systems, roads, driveways or parking, other than those which the Planning Board may allow under #5.12.4.7 above; providing however the Open Space may include drinking water wells and appurtenant piping and electrical service.
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- 5.12.4.13 That to the degree practicable all residential structures shall be “Net-Zero Possible” to allow residents of such structures the ability to install roof-mounted solar facilities and receive available tax or other incentives for which they may be eligible.
- 5.12.4.14 That all residential buildings will have safe access from ways.
- 5.12.4.15 That provision has been made for at least two parking spaces per unit inclusive of any garage spaces.

5.12.4.16 That all residential buildings are located at least 100 feet from the boundary of the land subject to this special permit, and at least 50 feet from the Open Space, and at least 30 feet from other residential buildings. Notwithstanding the above, if there is a separation of at least 200 feet between all new residential buildings within the Residential Open Space Community and (a) all existing residential buildings across the side and rear lot lines of the land subject to this special permit and (b) from the footprint of any future residence on another lot across the side and rear lot lines of the land subject to this special permit for which a Building Permit has been issued prior to the filing of the Residential Open Space Community special permit application, the Planning Board may allow for the setback distance of the new residential buildings to the rear and side lot lines to be reduced to 50 feet and the setback of the residential buildings to the Open Space to be reduced to less than 50 feet. Open Space that is allowed to be located less than 50 feet from a residential building pursuant to this Section shall not provide the required public access to the Open Space.

5.12.4.17 That a Homeowners' Association will be formed which will have the legal responsibility for the management and maintenance of the development. This responsibility includes but is not limited to exterior maintenance of buildings, plowing, driveway, parking lot and road maintenance, landscape maintenance, and maintenance of common utilities, including septic systems and wells. In addition, the Homeowners' Association must accept responsibility for the maintenance of the Open Space if the Open Space is to be conveyed to a corporation or trust either of which is composed of unit owners.

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5.12.5.1 A plan of the whole tract giving such information as the Planning Board requires in order to determine how many lots would be allowed were the tract to be divided under the Rules and Regulations Governing the Subdivision of Land in Carlisle.

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5.12.6.3 Upon receipt of an application, the Board shall provide notice of same to the Housing Authority and provide them with the opportunity within the public hearing to propose to the applicant ~~the buy down of a unit or units for~~ affordability options for a unit or units. The Board shall also provide notice to the Council on Aging and provide them the opportunity within the public hearing to propose to the applicant senior-friendly modifications to a unit or units.

5.12.6.4 No tract for which a special permit under this Section #5.12 has been granted shall be further subdivided unless and until the special permit lapses.

5.12.6.5 Change in Plans after grant of Special Permit

Changes to any aspect of the approved plans shall require a modification of the special permit, except as follows: In the event that the holder of a special permit believes its proposed changes to be insubstantial, it shall provide the Planning Board with a written notice describing such changes in detail. If the Planning Board finds the changes to be insubstantial, it may vote to approve the changes administratively without the need for formal modification of the special permit. If the Planning Board determines the changes to be substantial, it shall notify the permit holder, who shall then apply for a modification of the special permit.

5.12.6.6 Notwithstanding the requirements of Section #7.2, a special permit granted under this section shall lapse if, within two years from the grant thereof, a substantial use of the permit has not commenced except that the Planning Board may extend the special permit for a period of no more than two years if it finds good cause.

As authorized by the General Laws, Chapter 40A, Section 9, there shall be up to two Associate Members of the Planning Board. Where the Planning Board is designated as the special permit granting authority, such Associates shall act on special permit applications when designated to do so by the Chair of the Planning Board in case of absence, inability to act, or conflict of interest on the part of any member of the Planning Board, or in the event of a vacancy on the Board. The Associate Members shall each be appointed for a three year term by a majority vote of the Selectmen and the members of the Planning Board, as in the same manner as for filling a vacancy on a board consisting of two or more members pursuant to Chapter 41, Section 11 of the General Laws of the Commonwealth. The Planning Board, upon written charges and after a public hearing, may remove Associate Members for cause.

7.6 Site Plan Review

7.6.1 For the purpose of administering the provisions of the bylaw relating to non-residential and certain other uses in all districts, not including a senior residential open space community as allowed under Section 5.7 of these bylaws, personal wireless communication facilities as allowed under Section 5.9 of these bylaws, accessory apartments as allowed under Section 5.6 of these bylaws, medical marijuana treatment centers as allowed under Section 5.10 of these bylaws, a residential open space community as allowed under Section 5.12 of these bylaws, and accessory uses permitted in General Residence Districts under Section 3.2.1.11 of these bylaws, and to ensure the most advantageous use of all properties within the same district and for the reasonable protection of the legitimate interests of adjoining property owners, site plan approval shall be required prior to the:

7.6.1.1 Construction of a new building or structure, the principal use of which is non-residential;

7.6.1.2 Construction of an addition to or alteration of any existing building, the principal use of which is non-residential;

7.6.1.3 Establishment of a principal non-residential use in an existing building not theretofore used for such purposes;

7.6.1.4 Establishment of a more intensive non-residential use on the site of a previous non-residential use, including, but not limited to, the establishment of or alteration to any parking, loading or vehicular access, or the increase in number of employees at the site or proposed pedestrian traffic to and from the site;

7.6.1.5 Construction of a new building or structure, or an addition or alteration of any existing building or structure, for use as multifamily housing; or

7.6.1.6 Construction or alteration of a municipal parking, cultural, recreational, water supply or protective use pursuant to this Section 7.6 in addition to any special permits or other approvals required under these bylaws.

WITNESS, my hand and seal of the Town of Carlisle this 25th day of October 2017.

Charlene Hinton
Clerk as aforesaid

BOARD OF SELECTMEN

The Carlisle Board of Selectmen is pleased to submit this summary of the status of the Town's affairs for the year ending December 31, 2017. Overall, we are pleased to report that the affairs of the Town are in good order and we find ourselves in a healthy and stable financial position. Carlisle continues to be a place of uncommon beauty and a wonderful place to live and raise a family. Our approach to the management of Carlisle's government affairs is guided by four core principles:

- 1) The provision of excellent education for our citizens;
- 2) The protection of our unique physical environment;
- 3) The preservation of small town community values; and
- 4) Fiscal responsibility.

In today's world it is paramount to address the balance of our citizens' desires to maintain and enhance the services they have come to expect with the reasonableness of what they are able to pay to fund these services. We see it as our responsibility to put before them budgets and proposals that reinforce the core values outlined above within a realistic financial framework. Ultimately, through the Town Meeting system, the citizens themselves make the decisions. Carlisle is fortunate to have an informed and involved citizenry who regularly make sound choices regarding town affairs.

Financial Status

Financially the town is in good shape. For the Fiscal year ending June 30, 2017, the town received a clean audit report and a management letter outlining some non-critical issues we are working to address. Revenues from all sources for the year were approximately \$28.9 million and projections for FY18 expenses are estimated to be approximately \$29.9 million, representing an increase of 4.28%. Certified free cash reserves were approximately \$2.1 million and the Stabilization Fund was approximately \$1.2 million. Total general fund unassigned fund balances as a percentage of total general fund revenues and other financing sources was approximately 12.8%, which is quite healthy. Our bond rating is Aa1 which is effectively the highest possible given the size of the town. One item of note is that the bond obligations are rising significantly given expenditures on the new facility at the High School. As of June 30, 2017 the town had approximately \$1.4 million in long term debt service, not including the Town's debt service obligations for the Concord-Carlisle Regional School District school construction.

For this current year (FY18) which will end on June 30, 2018, Town Meeting in May approved a budget of \$29.9 million in revenues and expenses. Within this budget \$310,000 of free cash was used to mitigate what would have been a sharp rise in debt service expenses and to keep the tax increase reasonable. Revenue projected to be generated from the property tax (including new growth) rose by 3.8%. We also currently have excess levy capacity of almost \$1.6 million.

Highlights from 2017

- In 2017 Town Meeting voted:
 - To support the construction of a new public safety communications system in Town.
 - Appropriate \$500,000 of CPA funds for a conservation restriction on property on Bedford Road, preserving approximately 40 acres of open space
 - Supported the Home Rule Petition allowing for the recall of elected officials.
 - Amend the zoning bylaw for the solar overlay district and clearly define solar photovoltaic facilities in Carlisle
 - Amend the Accessory Apartment zoning bylaws
 - To support a temporary moratorium on recreational marijuana facilities

Current Selectmen Core Initiatives

The Selectmen annually participate in an internal planning process to develop Goals that guide our activities. While this is a comprehensive list and involves detail, the following are high level categories of the initiatives developed for FY19.

- Sustainable Budget
- Excellent Schools
- Excellence in Public Safety and Citizen Services
- Environment and Infrastructure
- Effective Communication, Leadership and Staff Development

Significant Challenges

While the town's affairs are generally in good shape, there are a number of significant challenges that we face.

- As do all towns, Carlisle has substantial unfunded liabilities regarding benefits for retired employees, which currently is valued at approximately \$11.8 million. In 2014 we began the process of funding this liability by establishing a trust fund and depositing an initial \$250,000. In 2015 and 2016 we also made this deposits of \$225,000, and in 2017 made a larger deposit of \$300,000. Maintaining, and working to increase, the funding to address this liability will take diligence as the liability continues to grow at a faster rate than our contributions.
- We are currently servicing the debt of three large capital projects, the Carlisle Public School building, the new Concord-Carlisle high school building, and the new Public Safety Communications System. A few potential upcoming projects the Town will be considering in future years are; catching up on deferred maintenance, traffic safety, space issues at both the police and fire departments, dam repairs, and the future of the cranberry bog. All of these will put a strain on the taxpayer.

Appreciation

The Selectmen would like to express our deep appreciation to the Board's dedicated professional staff, Town Administrator Tim Goddard and Executive Assistant Jennifer Gibbons. Their support is invaluable.

We would also like to express our admiration and appreciation to all of our dedicated town employees who do such a wonderful job providing the services for all of us. We are fortunate to have such a wonderful group of employees.

Finally, our town would not function without the involvement and expertise of so many town volunteers. The number of people who volunteer their time and effort to the town is truly extraordinary. It is their enthusiasm, energy and talent that allow us to plan and manage the programs that make our town so special.

Respectfully submitted,

Luke Ascolillo, Chair
Nathan Brown
Kerry Kissinger
Kate Reid
Claude von Roesgen

TOWN COUNSEL

The role of Town Counsel is to provide information about what the law requires, to advise Town officials and boards concerning the law, to protect the legal interests of the Town in the conduct of its affairs, and to represent the Town in judicial and administrative proceedings. This involves the preparation of legal memoranda and the negotiation, drafting or review of protocols, memoranda of understanding or other types of agreements and contracts. In addition, Town Counsel answers questions on topics such as procurement, contracts, insurance, land use, environmental law, wetlands protection, municipal finance, construction law, employment, open meeting and public records requirements, and ethics.

The pending litigation involving the Town includes:

Seth and Lisa Earley v. Carlisle Conservation Commission, Middlesex Superior Court CA No. 1781CV01911. This is the plaintiff's appeal of an Order of Conditions, challenging several conditions imposed by the Conservation Commission.

Lifetime Green Homes, LLC v. Carlisle Zoning Board of Appeals, Housing Appeals Committee No. 2015-04. In its decision filed with the Town Clerk on August 12, 2015, the Zoning Board of Appeals conditionally approved the proposed 20-unit "40B" development at 100 Long Ridge Road. This case is the applicant's appeal of the comprehensive permit pursuant to M.G.L. c.40B, §§20-23. This case has effectively been stayed by agreement of all parties to allow the applicant to pursue an alternative form of development.

Michael G. Hanauer et al. v. Carlisle Zoning Board of Appeals, Massachusetts Land Court 15-MISC-000326 (GHP). In its decision filed with the Town Clerk on August 12, 2015, the Zoning Board of Appeals conditionally approved the proposed 20-unit "40B" development at 100 Long Ridge Road. This case is the appeal filed by abutters Michael G. Hanauer, David A. Ringheiser and Colin J. Higgins, Trustee of the Suffolk Land Realty Trust, pursuant to M.G.L. c.40A, §17. This case has effectively been stayed by agreement of all parties to allow the applicant to pursue an alternative form of development.

We believe that each matter that comes before Town Counsel deserves careful thought, and we strive to provide the Town with specific, direct and responsive representation. Our efforts on behalf of the Town have benefited from the participation of numerous Town officials and private citizens. We thank the Board of Selectmen, the Town Administrator, and all other Town officials and citizens for their cooperation and assistance.

Respectfully submitted,

Thomas J. Harrington
Miyares and Harrington LLP
Town Counsel

TOWN ACCOUNTANT

FISCAL YEAR 2017

GENERAL FUND TREASURER'S RECEIPTS

Taxes (net of refunds)

Personal Property/Real Estate	25,547,177	
Tax Title	6,507	
Motor Vehicle Excises	870,045	
61 A Forestry Rollback Tax	10,957	
41 A Deferred Tax	69,653	
Penalties & Interest - Property Tax	69,691	
Penalties & Interest - Excise	7,972	
		\$26,582,002

Fees

Planning Board	1,850	
Town Clerk	2,676	
Dogs	7,255	
Conscom	11,369	
Board of Appeals	2,200	
Selectmen	1,831	
Board of Health	949	
Assessors	2,148	
Recreation	35,374	
		\$65,652

Other Charges

Recycle	25,086	
Lien Certificates	4,625	
Field Driver	25	
Other	1,094	
		\$30,830

Other Departments

Police Reports	255	
Police Special Detail	8,326	
FY16 School Accrual Not Used	165	
Medicaid AAC	5,633	
		\$14,379

Licenses & Permits

Building Permits	75,911	
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	Wiring Permits	14,169	
	Fire Alarm Permits	8,400	
	Plumbing Permits	5,690	
	Septic Licenses	5,626	
	Gas Permits	3,525	
	Gun Permits	1,112	
	Marriage Licenses	700	
			\$115,133
Revenues from the State			
	Additional Assistance	210,922	
	State Owned Land	149,907	
	Chapter 70	906,850	
	Veterans Benefits Reimbursement	3,199	
	Charter School Tuition Reimbursement	17,169	
			\$1,288,047
Revenues from Other Governments & Other Fines			
	Court Fines	2,323	
	Marijuana Tickets	400	
	Septic Violation Fines	600	
			\$3,323
Special Assessments			
	Burials	5,850	
			\$5,850
Library			
	Fines & Fees	1,093	
			\$1,093
Investments			
	Treasurer's Interest	12,574	
			\$12,574
Other Miscellaneous Revenue			
	Sale of School Kitchen Equipment	350	
	Solar Renewable Energy Credits (SREC)	4,221	
	Collective Purchase Rebate	600	
	FY16 Simplex Contract Refund	1,137	
	111F Reimbursement	9,000	
			\$15,308
	Subtotal		\$28,134,191
Transfers (Net)		196,913	

Cash Balance July 1, 2016	5,754,543	
Warrants Payable FY 17	<u>296,098</u>	<u>\$6,247,554</u>
Total Receipts		<u><u>\$34,381,745</u></u>

**TREASURER'S
EXPENDITURES**

GENERAL GOVERNMENT

Town Counsel

Legal	<u>129,538</u>	\$129,538
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Historical Commission

Wages, Part-Time	4,533	
Expenses	<u>550</u>	\$5,083

Board of Appeals

Wages, Part -Time	14,094	
Expenses	<u>47,871</u>	\$61,965

Finance Committee

Expenses	<u>187</u>	\$187
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Moderator

Salary	<u>50</u>	\$50
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Selectmen

Wages	55,153	
Training & Meetings	240	
Office Supplies	543	
Printing	60	
Other Supplies	648	
Dues & Subscriptions	<u>2,384</u>	\$59,028

Copy Machine

Agreements	2,478	
Supplies	<u>3,159</u>	\$5,637

Town/Fincom Reports/Town Meeting

Printing	3,736	
Expenses	<u>2,511</u>	

			\$6,247
Flag & Clock Care			
	Wages, Part-Time	1,088	
	Other Supplies	455	
			\$1,543
Printing & Postage			
	Postage	15,289	
	Miscellaneous	1,252	
	Printing	2,555	
			\$19,096
Town Administrator			
	Salary	130,050	
	Housing Coordinator	59,495	
	Training/Meetings	1,302	
	Expenses	518	
	Telephone	600	
	Other Supplies	455	
	Dues	535	
	Insurance Premiums	1,000	
			\$193,955
Small Capital			
	Expenses	5,400	
			\$5,400
Housing Authority			
	Expenses	497	
			\$497
Town Accountant			
	Salary	90,180	
	Wages, Part-Time	21,991	
	Education	1,720	
	Office Supplies	321	
	Dues	110	
			\$114,322
Professional Services			
	Audit	30,000	
	Actuarial	6,500	
	Revaluation	1,600	
	GIS Maps Update	3,729	
	Financial Consultant	1,290	
	Facilities Conditions Study	20,000	
			\$63,119
Assessors			

	Salary	90,216	
	Elected Officials	300	
	Wages	38,205	
	Computer-License & Support	6,720	
	Training & Meetings	175	
	Education	60	
	Supplies	1,291	
	Mileage	615	
	Dues	300	
			\$137,882
Town Treasurer/Tax Collector			
	Salary	131,846	
	Wages, Part-Time	28,049	
	Equipment Service	1,757	
	Payroll Expense	9,087	
	Process Tax Bills	8,327	
	Bond Expense	1,286	
	Training & Meetings	118	
	Office Supplies	3,966	
	Retention of Records	1,738	
	Mileage	610	
	Dues	100	
			\$186,884
Tax Title Foreclosures			
	Tax Title Foreclosures	75	
			\$75
Town Clerk			
	Elected Official	60,734	
	Wages, Part-Time	15,059	
	Assistant Town Clerk Stipend	1,200	
	Training & Meetings	350	
	Office Supplies	344	
			\$77,687
Elections & Registration			
	Clerk	100	
	Election Wages	15,605	
	Salaries	75	
	Computer/Street List	849	
	Election Worker Consideration	186	
	Election Supplies	1,928	
			\$18,743
Conservation Commission			

Wages, Part Time	28,517	
Conscom Officer	73,404	
Printing & Legal Notice	755	
Education & Training	115	
Dues	693	
Office Supplies	165	
Repair & Maintenance	2,267	
Mileage	1,049	
		<hr/>
		\$106,965

Planning Board

Wages	44,988	
Planner	52,278	
Legal Ads	295	
Meeting & Site Visits	193	
Dues & Subscriptions	85	
Office Supplies	461	
		<hr/>
		\$98,300

Town Hall

Custodian/Maintenance	48,606	
Electricity	42,026	
Heat	12,548	
Contracts	49,783	
Water Cooler	519	
Computer Maintenance	31,492	
Telephone	13,312	
Building Maintenance	4,736	
Grounds	20	
Supplies	4,141	
Mileage	943	
		<hr/>
		\$208,126

Town Hall Article

Technology Upgrades TM0414	4,444	
Major Repairs/ Replace TM0414	10,000	
Technology Upgrades TM0415	4,970	
Major Repairs/ Replace TM0415	4,048	
Town Tech Capital Projects TM0415- TM0517	31,900	
Cross-walk signals TM0516	6,120	
		<hr/>
		\$61,482

TOTAL GENERAL GOVERNMENT

\$1,561,811

EDUCATION

**District
Administration**

	Administrator	173,394	\$173,394
School Committee			
	Secretary	4,260	
	Contracted Services	4,758	
	Legal Expense	11,781	
	Memberships	13,551	
	Advertising	1,915	\$36,265
School Administration			
	Salaries	255,924	
	Superintendent Insurance	6,000	
	Postage	863	
	Professional Development	22,598	
	Office Supplies	2,567	
	Memberships	21,341	
	Travel	2,945	\$312,238
Business Office			
	Administration	101,382	
	Office Supplies	10	\$101,392
Regular Education			
	Salaries - Substitutes	101,122	
	Office Support	215,033	
	Classroom Aides	132,942	
	Technology Support	174,400	
	Salaries - K-4	1,429,443	
	Salaries - M.S. (5-8)	1,961,277	
	Salaries - Physical Education	325,748	
	Salaries - Art	214,705	
	Salaries - Music	261,852	
	Salaries - Media/Technology	143,045	
	Salaries - ELL	59,806	
	Summer Curriculum	66,300	
	Professional Improvement	6,840	
	Specialists	128,995	
	Early Retirement	76,618	
	Contracted Services-Home/Hospital	11,063	
	Postage	1,002	
	General Supplies	24,458	
	Physical Education Supplies	4,102	
	Art Supplies	4,639	
	Music Supplies	5,420	
	ELL Supplies	4,245	
	Professional Development	33,721	

	Stipends	58,396	\$5,445,172
Student Services/SPED			
	Administration	114,943	
	Special Education Salaries	1,467,685	
	Clerical	49,939	
	Aides	305,097	
	Contracted Services	52,821	
	Legal Expenses	7,566	
	Supplies	29,660	
	SPED Technology	375	\$2,028,086
Texts, Regular Education			
	Texts, Supplies, K-4	11,443	
	Language Arts	13,591	
	Math	20,325	
	Social Studies	1,570	
	Science	43,028	
	Foreign Language	5,513	
	Technology	110,324	\$205,794
School Library			
	Supplies	11,012	\$11,012
School Psychologist			
	Salary	298,204	
	Supplies	4,645	\$302,849
Health Services			
	Nurse Salary	162,330	
	Doctor's Stipend	750	
	Supplies	3,682	\$166,762
Student Activities			
	Transportation	309,728	\$309,728
SPED Transportation			
	Contracted Services	33,541	\$33,541
Education Equipment			
	Education Equipment	24,668	

			\$24,668
Student Activities			
	Supplies	<u>2,704</u>	\$2,704
Custodial			
	Custodians	444,634	
	Office Supplies	23,197	
	Wastewater Treatment Facility	59,878	
	Waste Disposal	<u>6,667</u>	\$534,376
Heating of Buildings			
	Gas Heat	<u>58,858</u>	\$58,858
Utility Services			
	Electricity	165,882	
	Telephone	12,190	
	Water	<u>4,743</u>	\$182,815
Maintenance of Grounds			
	Grounds	<u>12,290</u>	\$12,290
Maintenance of Buildings			
	Contracted Services	<u>110,467</u>	\$110,467
Maintenance of Equipment			
	Contracted Services	<u>34,789</u>	\$34,789
Tuition to Mass. Schools			
	Tuition	<u>508,649</u>	\$508,649
School Articles			
	CPS Telephone System TM0407	1,103	
	Auditorium Seats TM0415	3,940	
	Technology Replacement TM0516	68,254	
	Annual Maintenance TM0516	25,000	
	Security Plan Implementation TM0516	30,000	
	Kitchen Service Line TM0516	<u>44,139</u>	\$172,436

CCRHS

Assessment	7,451,285	
		\$7,451,285

Minuteman Regional

Assessment	173,559	
		\$173,559

**TOTAL
EDUCATION**\$18,393,129**PROTECTION OF PERSONS & PROPERTY****Police Department**

Salaries & Wages	1,322,385	
Education	9,081	
Printing	56	
Cruiser Repair	20,433	
Fuel/Maintenance	19,016	
Uniforms	25,799	
Dues	10,980	
Administration Expense	2,153	
Equipment	26,343	
		\$1,436,246

Police Articles

Cruiser Replacement TM0516	47,000	
Flooring TM0516	12,995	
Computer/Tech Replacement TM0516	4,000	
		\$63,995

Police Station

Electricity	14,920	
Heat	3,297	
Repair & Maintenance	30,007	
Cleaning Supplies	346	
		\$48,570

Fire Department

Salaries	114,646	
Secretarial Wages	13,754	
Fire Wages	46,900	
Fire Education & Training	39,241	
Maintenance Wages	8,514	
Inspections	17,726	
Electricity-Station	8,123	
Heat	3,194	

	Radio Repair	5,547	
	Telephone & IT	9,733	
	Building Repair/Maintenance	5,766	
	Equipment Maintenance	4,834	
	Water Cisterns Repair	6,865	
	Water Cisterns Electricity	2,590	
	Vehicles Repairs	48,703	
	Gasoline	3,286	
	Protective Clothing/Uniforms	13,359	
	Dues/Membership	3,264	
	Miscellaneous	4,772	
	Fire Chief Expenses	1,165	
	Additional Equipment	9,525	
	Hose	3,884	
	Municipal Fire Alarm Maintenance	631	
			\$376,022
Fire Department Articles			
	Misc Maintenance Project TM0415	3,030	
	Computer Replacement TM0415	2,399	
	Misc Maintenance Project TM0516	2,974	
	Computer Replacement TM0516	2,500	
	Vehicle Replacement TM0516	47,998	
			\$58,901
Immunization			
	Medical Supplies	121	
			\$121
Ambulance			
	Ambulance Wages	50,427	
	EMT-Stipends	42,104	
	EMT-Education & Training	11,177	
	Gas & Oil	1,250	
	Maintenance/Repair	3,319	
	Medical Supplies	4,031	
	Ambulance Billing Charges	4,306	
			\$116,614
Building Inspector			
	Secretary	25,884	
	Education	1,085	
	Telephone	480	
	Office Supplies	1,772	
	Mileage	2,814	
			\$32,035
Dog Officer			
	Wages - Part Time	7,150	
			\$7,150

**Animal Control
Officer**

Field Driver, Wages - Part Time	1,187	
Expenses	<u>100</u>	
		\$1,287

Communication Department

Wages	303,408	
Service Contracts	9,759	
Teletype Maintenance	1,099	
Education	3,087	
Telephone	4,348	
Office Supplies	3,950	
Clothing	1,097	
Equipment/Maintenance/Repair	<u>9,755</u>	
		\$336,503

**Communication
System**

Telecommunication Design TM0516	<u>33,210</u>	
		\$33,210

TOTAL PROTECTION OF PERSONS & PROPERTY\$2,510,654**DEPARTMENT OF PUBLIC WORKS****DPW Administration**

Salaries & Wages	<u>587,511</u>	
		\$587,511

Construction & Maintenance

Lines	12,468	
Signs	754	
Road Maintenance	<u>48,458</u>	
		\$61,680

Snow & Ice Removal

Vehicular Supplies	15,592	
Salt	58,486	
CA & Deice	1,363	
Sand	25,798	
Miscellaneous	<u>24,247</u>	
		\$125,486

Street Lighting

Service Contract	19,612	
		\$19,612

Other Highway

Electricity	5,490	
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	Fuel	8,834	
	Service Contracts-Trees	3,900	
	Telephone	299	
	Gasoline	18,825	
	Maintenance & Supplies	55,726	
	Uniforms	4,045	
		<hr/>	\$97,119
Transfer Station			
	Wages, Part-Time	64,633	
	Electricity	1,476	
	Dumping	115,044	
	Gasoline	22,564	
	Maintenance/Supplies	50,293	
		<hr/>	\$254,010
DPW Article			
	Snow Plow Equipment/Pathways TM0516	9,295	
		<hr/>	\$9,295
TOTAL DPW			<u><u>\$1,154,713</u></u>

HEALTH & SANITATION

Board of Health			
	Wages, Part-Time	16,696	
	Agent	82,381	
	Animal Inspector	1,000	
	Inspections	350	
	Nursing Care	868	
	Water Tests	360	
	Flu Clinic	434	
	Rabies Clinic	38	
	Office Supplies	933	
	Mileage	108	
		<hr/>	\$103,168
BOH Special Articles	BOH-Disease Prevention	122	
		<hr/>	\$122
TOTAL HEALTH & SANITATION			<u><u>\$103,290</u></u>

PUBLIC ASSISTANCE

Senior Voucher Account			
	Voucher System	15,601	
		<hr/>	\$15,601

Council on Aging Articles

Social Service Counseling	6,210	
Pilot Program-Disabled Resident		
Transportation	1,974	
		\$8,184

Council on Aging

Wages	168,673	
COA Van Driver Wages	8,588	
Office Operations	6,498	
Program	4,978	
Transportation	7,067	
Newsletter	1,679	
		\$197,483

Youth Commission

Wages	2,100	
Expenses	322	
Custodian	1,229	
		\$3,651

Veteran's Agent

Wages, Part-Time	1,500	
Veteran's Benefits	4,397	
		\$5,897

TOTAL PUBLIC ASSISTANCE\$230,816**Gleason Library**

Salaries & Wages	402,497	
Automation	26,647	
Training & Meetings	1,078	
Office Supplies	4,573	
Books	34,124	
Teen Books	3,380	
Children's Books	13,498	
Digital	26,055	
Audio	10,260	
Visual	7,558	
Periodicals	6,575	
Additional Equipment	431	
		\$536,676

Library Building

Custodial	32,949
Repair & Maintenance	26,145

	Supplies	3,573	\$62,667
Library Articles			
	Additional Equipment	105	
	Roof Repair TM0414	4,550	
	Miscellaneous Maintenance Projects TM0415	493	
	Computer & Tech Replacement TM0415	782	
	HVAC Repairs TM0415	13,150	
	Miscellaneous Maintenance Projects TM0516	5,000	
	Computer & Tech Replacement TM0516	2,625	
	Interior Repainting TM0516	20,000	\$46,705
TOTAL LIBRARY			\$646,048
 <u>RECREATION</u>			
Parks & Fields			
	Wages	82,100	
	Mowing	26,875	
	Sprinkler Maintenance	5,130	
	Electricity	3,788	
	Scheduled Maintenance	32,250	
	Sanitation	2,184	
	Seeding	4,400	\$156,727
TOTAL RECREATION			\$156,727
 <u>MISCELLANEOUS</u>			
Memorial Day			
	Wages, Part-Time	187	
	Miscellaneous	641	\$828
State Assessments			
	State & County Charges	69,282	\$69,282

Encumbrances

General Expenses	1,900	
Conscom	4,330	
Town Offices & Library	109	
Police	2,342	
Fire Dept	8,355	
Road Maintenance	400	
Street Lights	1,577	
DPW	200	
Transfer Station	9,911	
COA	116	
Library Bldg	30	
Parks/Fields	480	
		<u>\$29,750</u>

TOTAL MISCELLANEOUS	<u><u>\$99,860</u></u>
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INSURANCE & BENEFITS

Group Insurance	964,804	
Blanket/Workmen's Comp	255,100	
Unemployment	2,480	
	<u> </u>	<u>\$1,222,384</u>

TOTAL INSURANCE & BENEFITS	<u><u>\$1,222,384</u></u>
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PENSIONS

County Retirement	820,032	
	<u> </u>	<u>\$820,032</u>

TOTAL PENSIONS	<u><u>\$820,032</u></u>
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DEBT & INTEREST

Retirement of Debt	1,025,000	
Interest on Long Term Debt	457,043	
	<u> </u>	<u>\$1,482,043</u>

TOTAL DEBT & INTEREST	<u><u>\$1,482,043</u></u>
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TRANSFER TO OPEB TRUST

Transfer to OPEB Trust	225,000	
	<u> </u>	<u>\$225,000</u>

TOTAL TRANSFER TO OPEB TRUST	<u><u>\$225,000</u></u>
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Subtotal	\$28,606,507
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Cash Balance June 30, 2017	5,268,420	
Warrants Payable FY 2016	<u>506,818</u>	<u>\$5,775,238</u>
Total		<u><u>\$34,381,745</u></u>

TAX-2015

Personal Property

Outstanding June 30, 2016	<u>152</u>	\$152
Outstanding June 30, 2017	<u>152</u>	\$152

TAX-2016

Personal Property

Outstanding June 30, 2016	<u>2,285</u>	\$2,285
Payments to Treasurer	75	
Outstanding June 30, 2017	<u>2,210</u>	\$2,285

Real Estate

Outstanding June 30, 2016	<u>120,198</u>	\$120,198
Payments to Treasurer	112,329	
Written off by Treasurer	(2)	
Refunds	(1,834)	
Outstanding June 30, 2017	<u>9,705</u>	\$120,198

TAX-2017

Personal Property

Commitments	<u>305,561</u>	\$305,561
Payments to Treasurer	303,902	
Abatements	228	
Refunds	(220)	
Written off by Treasurer	(4)	
Outstanding June 30, 2017	<u>1,655</u>	\$305,561

Real Estate

Commitments	<u>25,360,885</u>	\$25,360,885
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Payments to Treasurer	25,161,169	
Transferred to Tax Title	11,471	
Abatements/Exemptions/Deferrals	22,446	
Written off by Treasurer	(16)	
Refunds	(22,455)	
Outstanding June 30, 2017	<u>188,270</u>	\$25,360,885

MOTOR VEHICLE EXCISE

TAX - 2014

Outstanding June 30, 2016	<u>1,082</u>	\$1,082
Payments to the Treasurer	230	
Abatements	176	
Refunds	(176)	
Outstanding June 30, 2017	<u>852</u>	\$1,082

TAX - 2015

Outstanding June 30, 2016	<u>4,213</u>	\$4,213
Payments to Treasurer	2,284	
Abatements	51	
Refunds	(51)	
Outstanding June 30, 2017	<u>1,929</u>	\$4,213

TAX - 2016

Outstanding June 30, 2016	47,670	
Commitments	<u>90,703</u>	\$138,373
Payments to the Treasurer	126,419	
Abatements	8,491	
Refunds	(8,038)	
Written off by Treasurer	(10)	
Outstanding June 30, 2017	<u>11,511</u>	\$138,373

TAX - 2017

Commitments	<u>846,321</u>	\$846,321
Payments to the Treasurer	758,856	
Abatements	12,644	
Refunds	(9,986)	
Written off by Treasurer	(4)	
Outstanding June 30, 2017	<u>84,811</u>	\$846,321

**SPECIAL REVENUE - SCHOOL
LUNCH
RECEIPTS**

Cash Balance June 30, 2016	24,544	
Lunch Receipts	131,537	
State Reimbursements	19,848	
Warrants Payable FY 17	<u>215</u>	\$176,144

EXPENDITURES

Salaries & Wages	93,849	
Food & Supplies	43,725	
Cash Balance June 30, 2017	38,207	
Warrants Payable FY 16	<u>363</u>	\$176,144

**COMMUNITY PRESERVATION
ACT**

CPA Surcharge - 2016

Outstanding June 30, 2016	<u>2,578</u>	\$2,578
Payment to Treasurer	2,368	
Outstanding June 30, 2017	<u>210</u>	\$2,578

CPA Surcharge - 2017

Commitments	<u>441,602</u>	\$441,602
Payment to Treasurer	433,878	
Abatements/Exemptions	3,772	
Refunds	(33)	
Transferred to Tax Title	212	
Outstanding June 30, 2017	<u>3,773</u>	\$441,602

CPA Surcharge

Cash Balance July 1, 2016	1,568,187	
Receipts (Net of Refunds)	436,212	
State Receipt	86,597	
Interest	2,019	
FY17 Expenses	(2,050)	
Transferred to CPA Capital Fund	(898,000)	
Transferred from CPA Capital Fund	<u>71,483</u>	
CPA Balance June 30, 2017		\$1,264,448
Cash Balance June 30, 2017	<u>1,264,448</u>	\$1,264,448

CPA Capital Fund

FY06 Initiatives:

Benfield-Affordable Housing:

Balance June 30, 2016	10,109	
Transferred to CPA		
Fund	(10,109)	
Balance June 30, 2017		\$0

FY07 Initiatives:

Bruce Freeman Trail:

Balance July 1, 2016	5,888	
FY17 Expenses for Bruce Freeman Trail	-	
Balance June 30, 2017		\$5,888

FY12 Initiatives:

Trails Improvements:

Balance July 1, 2016	8,685	
FY17 Expenses for Trails Improvements	(4,483)	
Balance June 30, 2017		\$4,202

FY14 Initiatives:

Center Park Capital Improvements:

Balance June 30, 2016	82	
Transferred to CPA		
Fund	(82)	
Balance June 30, 2017		\$0

FY15 Initiatives:

Gleason Public Library Board of Trustees-Grant #2015-3 (Preservation & Conservation of Historical Artifacts):

Balance June 30, 2016	18,800	
FY17 Expenses for GPL-Preservation & Conservation of Historical Artifacts	(16,337)	
Transferred to CPA		
Fund	(2,463)	
Balance June 30, 2017		\$0

FY16 Initiatives:

CC At Play-Grant #2015-2:

Balance June 30, 2016	50,000	
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FY17 Expenses for CC At Play	<u>(50,000)</u>	
Balance June 30, 2017		\$0
Carlisle Historical-Central Burial Ground Grant #2016-2:		
Balance June 30, 2016	20,000	
FY17 Expenses for Central Burial Ground Grant	<u>(18,450)</u>	
Balance June 30, 2017		\$1,550
ConsCom Towle Field Grant #2016-3:		
Balance June 30, 2016	11,654	
FY17 Expenses for ConsCom Towle Field Grant	<u>(4,533)</u>	
Balance June 30, 2017		\$7,121
Historical Society-Grant #2016-4:		
Balance June 30, 2016	40,000	
FY17 Expenses for Historical Society Grant	<u>(26,440)</u>	
Balance June 30, 2017		\$13,560
FY17 Initiatives:		
Carlisle Conservation Foundation-Sorli Farm CR-Grant #2016-1:		
Transferred to CPA Capital	850,000	
FY17 Expenses for CCF-Sorli Farm CR Grant	<u>(850,000)</u>	
Balance June 30, 2017		\$0
Town Clerk-Restoration and Preservation Project-Grant #2017-001:		
Transferred to CPA Capital	<u>15,000</u>	
Balance June 30, 2017		\$15,000
Town Clerk-Archiving Project-Grant #2017-007:		
Transferred to CPA Capital	<u>18,000</u>	
Balance June 30, 2017		\$18,000
Carlisle Historical Society-Lighting-Grant #2017-003:		
Transferred to CPA Capital	<u>10,000</u>	
Balance June 30, 2017		\$10,000
Gleason Public Library-Preserving Mosquito Collection-Grant #2017-006:		
Transferred to CPA Capital	<u>5,000</u>	
Balance June 30, 2017		\$5,000

CPA Capital Balance June 30, 2017		\$80,321
Warrants Payable FY17		<u>\$160</u>
		\$80,481

Cash Balance June 30, 2017	<u>80,481</u>	\$80,481
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Affordable Housing Trust Fund

FY07 Initiatives:

Affordable Accessory Apartment Program:

Balance July 1, 2016	90,000	
FY17 Expenses for Affordable	<u>-</u>	
Accessory Apartment Program		
Balance June 30, 2017		\$90,000

FY13 Initiatives:

338 Bedford Road Development

Balance July 1, 2016	5,431	
	<u>(5,431)</u>	
Balance June 30, 2017		\$0

Banta Davis-Wastewater Treatment tie-in and Traffic Studies

Balance July 1, 2016	15,415	
Returned to CPA Fund	<u>(15,415)</u>	
Balance June 30, 2017		\$0

FY14 Initiatives:

Grant #2014-1 Project at 338 Bedford Road (\$125,000).

Balance June 30, 2016	39,731	
FY17 Expenses for 338 Bedford Road	(1,747)	
Returned to CPA Fund	<u>(37,984)</u>	
Balance June 30, 2017		\$0

FY15 Initiatives:

Grant #2015-1 Community Education on 40B & Support the Development of Community Housing

Balance June 30, 2016	49,620	
FY17 Warrants Payable	<u>-</u>	
Balance June 30, 2017		\$49,620

Earnings on Investments (Inception to Date)	9,645	
FY14 Expenses using Earnings on Investments	(5,333)	
FY15 Expenses using Earnings on Investments	-	

FY16 Expenses using Earnings on Investments	-	
FY17 Expenses using Earnings on Investments	-	
Balance June 30, 2017		\$4,312
Affordable Housing Trust Fund Balance June 30, 2017		\$143,932
Warrants Payable FY17		\$479
		\$144,411
Cash Balance June 30, 2017	144,411	\$144,411

Septic Loan Program

Cash Balance June 30, 2016	19,504	
Received from Residents-Betterment-Principal	4,804	
Received from Residents-Betterment-Interest	2,037	
Monies Loaned to Residents	(14,469)	
Transferred to General Fund	(11,876)	
		\$0
Cash Balance June 30, 2017	-	\$0
History of Septic Loans: Inception to June 30, 2017		
Loans Received from the State (1st Note \$130,000, 2nd Note \$40,000)	170,000	
Monies Loaned out to Residents	(196,897)	
Installments of Principal, Interest and Penalties Received to Date	40,667	
Lump Sum Loan Balances Repaid upon Sale of Property	128,106	
Paid to the State (1st loan)	(130,000)	
Paid to the State (2nd loan) Out of General Fund Debt		
Transferred to General Fund	(11,876)	
Cash Balance June 30, 2017		\$0
Cash Balance June 30, 2017	-	\$0

OTHER SPECIAL REVENUE

RECEIPTS

School Grants

Teacher Quality	7,992	
IDEA	140,119	
Title 1	19,532	
Sped Early Childhood	9,036	
Sped Professional Improvement	3,897	
Early Childhood Professional Improvement	1,300	
		\$181,876

School Other

CEF	38,589
Educational Use of Bldgs	13,611
Library/Lost Books	309
Athletic Account	38,718
School Gifts	90,978
Music Account	29,506
C. S. A.	12,125
Preschool Gift	126,572
Transportation Fee	33,363
Circuit Breaker	141,444

\$525,215

Miscellaneous

Polling Hours	1,660
COA State Grant	10,300
Library State Aid	5,923
Cultural Council	4,407
Health 53E1/2	50,378
Stickers 53E 1/2	49,190
Recreation 53D	159,449
Planning Board 53G	7,423
Conscom Intents	3,610
Cemetery Lots	2,300
Library Gifts	6,590
Conservation Gifts	1,920
Police Gifts	2,500
COA Gifts	4,016
COA Van/Transportation Gift	524
Trail Maps	1,340
Roadway Reconstruction	266,860
Youth 53E 1/2	2,102
Ambulance Receipts	96,196
Pathways-Gifts	12
Town Gifts	1,114
Elderly/Disabled Aid	23
Historical 53E 1/2	90
Foss Farm/Garden Plots 53E 1/2	1,550
Building 53E 1/2	99,170
COA-Mini Grant	9,400
COA 53E 1/2	25,763
Center Park Gifts	11,495
Conscom 53G	1,189
911 Grants	28,303
CHNA15 Grant	20,000
Public Health Grants	1,920
LRTA (Lowell Regional Transit Authority)	43,631
Carlisle Community Chorus Gifts	7,078
Friends of COA Grant	16,877

Green Community Grant	151,786	
Trails Gifts	349	
COA-Transportation 53 E 1/2	3,416	
COA Fuel Assistance Gifts	5,000	
PEG Access/Cable TV	113,084	
Veterans Committee Gifts	220	
State IT Grant	30,000	
		<hr/>
		\$1,248,158
Warrants Payable FY 2017		\$33,203
Cash Balance July 1, 2016		<hr/>
		\$1,510,803
		<hr/>
		\$3,499,255
		<hr/>
Total		

EXPENDITURES

School Grants

Teacher Quality	7,250	
IDEA	140,119	
Title 1	19,416	
Sped Early Childhood	9,036	
Sped Professional Improvement	3,897	
Early Childhood Professional Improvement	1,300	
		<hr/>
		\$181,018

School Other

CEF	45,976	
Educational Use of Bldg	24,131	
Athletic Account	39,977	
School Gifts	87,094	
Music Acct	26,577	
CSA	13,881	
Preschool Gift	102,921	
Transportation	38,502	
Circuit Breaker	127,349	
		<hr/>

Miscellaneous

Polling Hours	1,660	
COA State Grant	10,300	
Library State Aid	8,056	
Arts Council	4,368	
Health 53E1/2	51,175	
Stickers 53E 1/2	41,894	
Recreation 53D	154,096	
Planning Board 53G	21,349	
Conservation Intents	5,877	

\$506,408

Cemetery Lots	1,787	
Community Policing	1,709	
Conservation Gifts	3,500	
Police Department Gifts	3,978	
Fire Department Gifts	250	
COA Gifts	111	
Recreation Gifts	1,998	
Compost Bins	111	
COA Van/Transportation	1,000	
Roadway Reconstruction	225,503	
Youth Commission	4,992	
Ambulance Receipts (Transfer to General Fund)	53,000	
Town Gifts	1,544	
Historical 53E 1/2	180	
Foss Farm/Garden Plots 53E 1/2	2,395	
Building 53E 1/2	132,231	
COA-Mini-Grant	9,400	
COA 53E 1/2	21,391	
Center Park Gifts	8,194	
Conservation 53G	1,186	
911 Grants	24,287	
CHNA 15 GRANT	12,030	
Public Heath Grants	40	
LRTA (Lowell Regional Transit Authority)	43,631	
Carlisle Community Chorus Gifts	5,949	
Friends of COA Grant	20,000	
Green Community Grant	197,142	
COA-Transportation 53E 1/2	2,820	
COA-Fuel Assistance	3,500	
PEG Access/Cable TV	142,036	
Veterans Committee Gifts	91	
State IT Grant	11,282	
		<hr/>
		\$1,236,043
Warrants Payable FY 2016		\$26,898
Cash Balance June 30, 2017		<hr/>
		\$1,548,888
		<hr/>
		\$3,499,255
		<hr/>
Total		

AGENCY FUNDS

RECEIPTS

Cash Balance July 1, 2016	45,727
Police Special Detail	123,435
Meals Tax	441
Student Activity Account	5,207
Firearm Licenses	3,413

Warrants Payable FY 2017	5,960	
		\$184,183

EXPENDITURES

Police Special Detail	121,080	
Meals Tax	441	
Student Activity Account	11,658	
Firearm Licenses	4,088	
Warrants Payable FY 2016	1,930	
Cash Balance June 30, 2017	44,986	
		\$184,183

CAPITAL FUNDS

RECEIPTS

Cash Balance July 1, 2016	191,212	
Transferred from General Fund to Reduce Debt	15,000	
BANS Received	1,020,000	
		\$1,226,212

BANS Repaid	385,000	
FY17 Pathway Expenses	1,000	
FY17 Tanker Truck	649,491	
Warrants Payable FY 2016	5,000	
Cash Balance June 30, 2017	185,721	
		\$1,226,212

INVESTMENT FUNDS

STABILIZATION FUND

Balance July 1, 2016	1,163,050	
Interest	10,605	
		\$1,173,655

Transferred to General Fund	14,945	
Balance June 30, 2017	1,158,710	
		\$1,173,655

OPEB (OTHER POST EMPLOYMENT BENEFITS) TRUST

Balance July 1, 2016	466,535	
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Transferred from General Fund	225,000	
Interest	<u>40,363</u>	\$731,898

Balance June 30, 2017	<u>731,898</u>	\$731,898
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CONSERVATION FUND

Balance July 1, 2016	65,071	
Interest	<u>592</u>	\$65,663

FY17 Expenses	200	
Balance June 30, 2017	<u>65,463</u>	\$65,663

PERPETUAL CARE FUND

Balance July 1, 2016	164,850	
Contributions Received	2,300	
Interest & Investment Income	<u>13,914</u>	\$181,064

Expended	5,995	
Balance June 30, 2017	<u>175,069</u>	\$181,064

TRUST FUNDS

GLEASON SILENT POOR FUND

Balance July 1, 2016	10,627	
Interest & Investment Income	<u>905</u>	\$11,532

Balance June 30, 2017	<u>11,532</u>	\$11,532
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SIMON BLOOD SCHOOL FUND

Balance July 1, 2016	3,878	
Interest & Investment Income	<u>332</u>	\$4,210

Balance June 30, 2017	<u>4,210</u>	\$4,210
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GLEASON TOWN CLOCK FUND

Balance July 1, 2016	1,593	
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Interest & Investment Income	<u>136</u>	\$1,729
Balance June 30, 2017	<u>1,729</u>	\$1,729

**SELINA G. RICHARDSON LIBRARY
FUND**

Balance July 1, 2016	1,141	
Interest & Investment Income	<u>97</u>	\$1,238
Balance June 30, 2017	<u>1,238</u>	\$1,238

**MARY A. HEALD WORTHY POOR
FUND**

Balance July 1, 2016	457	
Interest & Investment Income	<u>39</u>	\$496
Balance June 30, 2017	<u>496</u>	\$496

**WILLIAM H. LITCHFIELD
CEMETERY FUND**

Balance July 1, 2016	2,897	
Interest & Investment Income	<u>246</u>	\$3,143
Balance June 30, 2017	<u>3,143</u>	\$3,143

**THOMAS A. & MARY GREEN
CEMETERY FUND**

Balance July 1, 2016	5,746	
Interest & Investment Income	<u>488</u>	\$6,234
Balance June 30, 2017	<u>6,234</u>	\$6,234

**THOMAS A. GREEN PUBLIC
GROUNDS FUNDS**

Balance July 1, 2016	2,300	
Interest & Investment Income	<u>196</u>	\$2,496
Balance June 30, 2017	<u>2,496</u>	\$2,496

**THOMAS A. GREEN SIDEWALK &
TREE FUND**

Balance July 1, 2016	7,163	
Interest & Investment Income	609	
	<hr/>	
		\$7,772
Balance June 30, 2017	7,772	
	<hr/>	
		\$7,772

MARY A. GREEN LIBRARY FUND

Balance July 1, 2016	1,141	
Interest & Investment Income	97	
	<hr/>	
		\$1,238
Balance June 30, 2017	1,238	
	<hr/>	
		\$1,238

FRED E. & RUTH M. ROBBINS FUND

Balance July 1, 2016	53,456	
Interest & Investment Income	4,548	
	<hr/>	
		\$58,004
Balance June 30, 2017	58,004	
	<hr/>	
		\$58,004

CAROLINE E. HILL LEGACY

Balance July 1, 2016	179,542	
Contributions Received	125	
Interest & Investment Income	15,352	
	<hr/>	
		\$195,019
Expended	7,500	
Balance June 30, 2017	187,519	
	<hr/>	
		\$195,019

**ALVIN R. TITUS SCHOLARSHIP
FUND**

Balance July 1, 2016	14,170	
Interest & Investment Income	1,206	
	<hr/>	
		\$15,376
Balance June 30, 2017	15,376	
	<hr/>	
		\$15,376

MELONE LIBRARY FUND

Balance July 1, 2016	249,383	
Contributions Received	1,194	
Interest & Investment Income	20,988	
	<hr/>	

			\$271,565
Expended	5,073		
Balance June 30, 2017	<u>266,492</u>		\$271,565

**DONALD A LAPHAM SCHOLARSHIP
FUND**

Balance July 1, 2016	37,335		
Interest & Investment Income	<u>3,176</u>		\$40,511
Balance June 30, 2017	<u>40,511</u>		\$40,511

HOLLIS TRUST FUND

Balance July 1, 2016	161,423		
Interest & Investment Income	<u>13,733</u>		\$175,156
Balance June 30, 2017	<u>175,156</u>		\$175,156

VIVIAN CHAPUT MEMORIAL FUND

Balance July 1, 2016	2,794		
Interest & Investment Income	<u>238</u>		\$3,032
Balance June 30, 2017	<u>3,032</u>		\$3,032

TOWN OF CARLISLE							
COMBINED BALANCE SHEET							
JUNE 30, 2017							
		Governmental Fund Types			Fiduciary Fund Types	Account Group	
			Special Revenue	Capital Projects	Trust and Agency	General Long-Term Obligations	Total
ASSETS AND OTHER DEBITS							
Cash and short-term investments.....	\$	5,268,420.02	\$ 2,995,953.10	\$ 266,202.45	\$ 2,963,553.99	\$ -	\$ 11,494,129.56
Receivables, net of allowance for uncollectibles:							
Real estate and personal property taxes.....		201,992.45	-	-	-	-	201,992.45
Allowance for abatements.....		(378,147.32)	-	-	-	-	(378,147.32)
Tax title.....		29,694.65	549.42	-	-	-	30,244.07
Motor vehicle excise.....		99,102.57	-	-	-	-	99,102.57
Tax deferrals.....		-	-	-	-	-	-
Tax possessions.....		87,421.95	-	-	-	-	87,421.95
Betterments.....		-	42,722.58	-	-	-	42,722.58
Community preservation act.....		-	3,983.70	-	-	-	3,983.70
Notes Receivable.....		-	425,000.00	-	-	-	425,000.00
Police Special Duty Receivable.....		-	-	-	16,158.25	-	16,158.25
Amounts to be provided for retirement of long-term obligations.....		-	-	-	-	13,140,000.00	13,140,000.00
TOTAL ASSETS AND OTHER DEBITS.....	\$	5,308,484.32	\$ 3,468,208.80	\$ 266,202.45	\$ 2,979,712.24	\$ 13,140,000.00	\$ 25,162,607.81
LIABILITIES AND FUND EQUITY							
LIABILITIES:							
Warrants payable.....		784,056.15	33,896.93	159.80	7,210.03	-	825,322.91
BAN Payable.....		-	-	1,020,000.00	-	-	1,020,000.00
Accrued School Payroll & Expenses.....		693,462.70	-	-	-	-	693,462.70
Abandoned property.....		51,541.64	-	-	-	-	51,541.64
Liabilities due depositors.....		-	-	-	55,184.25	-	55,184.25
Deferred revenue.....		40,064.30	472,255.70	-	-	-	512,320.00
Bonds and notes payable.....		-	-	-	-	13,140,000.00	13,140,000.00
TOTAL LIABILITIES.....		1,569,124.79	506,152.63	1,020,159.80	62,394.28	13,140,000.00	16,297,831.50
FUND EQUITY:							
Fund balances:							
Reserved for:							
Encumbrances		39,707.78	-	-	-	-	39,707.78
Designated for continuing appropriations.....		243,660.90	-	-	-	-	243,660.90
Amortization of Bond Premium.....		367,088.97	-	-	-	-	367,088.97
Debt Exclusion.....		5,126.00	-	-	-	-	5,126.00
CPA Open Space.....		-	-	-	-	-	-
CPA Historical		-	104,951.02	-	-	-	104,951.02
CPA Community Housing		-	315,004.02	-	-	-	315,004.02
Unreserved:							
Designated for subsequent year's expenditures.....		310,000.00	-	-	-	-	310,000.00
Undesignated.....		2,773,775.88	2,542,101.13	(753,957.35)	2,917,317.96	-	7,479,237.62
TOTAL FUND EQUITY.....		3,739,359.53	2,962,056.17	(753,957.35)	2,917,317.96	-	8,864,776.31
TOTAL LIABILITIES AND FUND EQUITY.....	\$	5,308,484.32	\$ 3,468,208.80	\$ 266,202.45	\$ 2,979,712.24	\$ 13,140,000.00	\$ 25,162,607.81

TOWN TREASURER

The following is a summary of the financial records and balances of the Town Treasurer for the Fiscal Year ending June 30, 2017:

CASH BALANCE

Cash Balance, June 30, 2016	\$ 12,572,434.73
Receipts, July 1, 2016 - June 30, 2017	32,903,102.90
Disbursements, July 1, 2016 - June 30, 2017	<u>(33,982,419.36)</u>
Cash Balance, June 30, 2017	<u>\$ 11,493,118.27</u>

ACCOUNT BALANCES

Interest Bearing Accounts:

Eastern Bank	\$ 2,316,084.96
Enterprise Bank and Trust Co.	4,589,980.05
UniBank for Savings	937,024.55
Mass. Municipal Depository Trust	<u>270,778.34</u>

Total Interest Bearing Accounts \$ 8,113,867.90

Combined Investments Funds:

Eastern Bank	<u>\$ 229,113.93</u>
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Total Combined Investment Funds \$ 229,113.93

Trust Funds:

Eastern Bank	\$ 1,685,346.24
Enterprise Bank	225,672.78
Mass. Municipal Depository Trust	<u>1,239,117.42</u>

Total Trust Funds \$ 3,150,136.44

TOTAL CASH AND INVESTMENTS **\$11,493,118.27**

TAX COLLECTOR

Schedule of Outstanding Receivables As of June 30, 2017

Real Estate & CPA Taxes

Levy of 2017, including CPA	\$ 192,043.43
Levy of 2016, including CPA	9,914.81
Levy of 2015, including CPA	0.00
Levy of 2014, including CPA	0.00
Prior Years	<u>0.00</u>
Total Real Estate & CPA Taxes	\$ 201,958.24

Personal Property Taxes

Levy of 2017	\$ 1,655.44
Levy of 2016	2,210.47
Levy of 2015	152.00
Levy of 2014	0.00
Prior Years	<u>0.00</u>
Total Personal Property Taxes	\$ 4,017.91

Deferred Property Taxes

\$ 0.00

Taxes in Litigation

\$ 0.00

Motor Vehicle Excise Taxes

Levy of 2017	\$ 84,811.11
Levy of 2016	11,511.03
Levy of 2015	1,928.55
Levy of 2014	851.88
Prior Years	<u>0.00</u>
Total Motor Vehicle Excise Taxes	\$ 99,102.57

Tax Liens / Tax Title

Levy, including CPA	<u>\$ 30,244.07</u>
Total Liens / Tax Title	\$ 30,244.07

Tax Foreclosures / Tax Possessions

	<u>\$ 87,421.95</u>
Total Foreclosures / Tax Possessions	\$ 87,421.95

Special Assessments Receivable

	<u>\$ 42,722.58</u>
Total Special Assessments Receivable	\$ 42,722.58

BOARD OF ASSESSORS

The Board of Assessors operates under the authority of Massachusetts General Laws and the Department of Revenue. In Carlisle, the Board of Assessors consists of three members who are elected to three-year terms. The Assessors' primary duty is to value all real estate and personal property in the town that is subject to taxation. The Board is to assess all properties at their full and fair market value as of January 1st preceding each fiscal year.

Assessors are required to submit these values to the Commonwealth of Massachusetts Department of Revenue for certification every three years. In the years between certifications, assessors must also maintain values. The assessors review sales and the market activity every year and thereby monitor values each year. This is done so that the property taxpayer pays his or her fair share of the cost of local government.

Under Proposition 2 ½, Massachusetts' cities and towns are limited in the total property taxes that can be collected from one year to the next. Tax revenues cannot exceed 2 ½ percent of the prior year's allowable levy, with exceptions for revenue derived from new construction (New Growth), and citizen override elections.

The Board reported \$15,590,911 in new growth valuation to the Department of Revenue, which was certified for the fiscal year 2018 tax rate setting process. The tax rate in the Town increased from \$17.62 to \$18.17 for fiscal year 2018. The Town has a total assessed valuation of \$1,555,105,616 which includes exempt properties.

Below is a chart listing the Fiscal Year 2018 breakdown by Property Class:

<u>Property Class</u>	<u>Parcel Count by Class</u>	<u>Total Value by Class</u>	<u>Tax Rate per \$1,000</u>	<u>Total Tax by Class</u>	<u>% of Levy by Class</u>
Residential	1992	\$1,453,632,912	\$18.17	\$26,412,509.97	98.1638%
Open Space	-	-	0.00	-	0.00%
Commercial	69	7,773,538	18.17	141,245.22	0.5249%
Industrial	2	1,177,400	18.17	21,393.36	0.0795%
Personal Property	75	18,240,167	18.17	331,423.89	1.2418%
Exempt	174	74,281,600	0.00	0	0.00%
<u>Totals:</u>	<u>2065</u>	<u>1,480,824,016</u>		<u>\$26,906,572.44</u>	<u>100.00%</u>

The Board received 12 applications for abatement during the appeal period for FY 2017.

Assessors are elected (in Carlisle) or appointed locally in Massachusetts's cities and towns. Massachusetts State Law requires assessors to list and value all real and personal property. The valuations are subject to "ad valorem" basis for taxation, which means that all property should be taxed "according to value". Assessed values in Massachusetts are based on "full and fair cash value" or 100 percent of fair market value.

Assessors do not make the laws that affect property owners. Our Massachusetts Legislators enact tax laws. The Department of Revenue establishes various guidelines and regulations to implement the legislation. The assessors, in short, follow the procedures established by others to set the value of property. Market Value is actually set by buyers and sellers as they establish the worth of comparable properties through their transactions in the real estate marketplace. The Assessors also do not determine taxes. The Town itself determines the level of property taxation through its town meeting by voting on total spending for the Fiscal Year. Whether assessments increase or decrease, tax rates are adjusted annually to raise the revenue required to fund local government operations.

Melissa M. Stamp, Principal Assessor

Kenneth Mostello, Chairman

David Boardman

James Marchant

**HEALTH
&
REGULATORY SERVICES**

BOARD OF HEALTH

The Carlisle BOH is pleased to present this Annual Report to the community. In this report we hope to show you the ways we are working for you and what we have accomplished this year.

Local boards of health have a wide range of statutory duties and responsibilities as authorized under M.G.L.c. 111, s. 26- 33 (Powers and Duties) and M.G.L.c. 111, s. 127A (State Sanitary Codes). These include disease surveillance and prevention, ensuring sanitary conditions in housing, recreational facilities and food establishments, protection of the environment including clean drinking water and sewage treatment. In addition local boards of health play an essential role in promoting healthy behaviors and enhancing quality of life for residents.

Ideas into Action

The Board of Health developed a number of policies and plans to support and enhance individual and community health.

Geothermal Wells – The Board voted to adopt a policy allowing only closed-loop geothermal wells in town. Existing open-loop wells were grandfathered. The Board was concerned that an open-loop well is a direct connection to groundwater posing a contamination problem especially during repairs and maintenance.

Annual Registration for Multi Family Residences - As a result of numerous meetings with residents of multi-family developments in town, the Board adopted an annual registration policy. Registration was intended to help owners to understand the need for and comply with annual pumping of septic tanks, regular Title 5 Inspections and maintaining sufficient financial reserves. The Board developed a form that could be submitted electronically. A small registration fee would be collected but waived for the first year. Only multi-family developments of two or more units will be covered. Accessory apartments would not need to register.

Land Use Pre-Submission Conference Policy - The Board worked with the Planning Board and Conservation to develop a Land Use Pre-submission Conference Policy for multi-lot developments. The Policy was intended to provide a more efficient permitting process for applications that involve approvals from multiple boards. The Policy was adopted by the Selectmen in June.

Concord-Carlisle Community Substance Use Assessment – The Board collaborated with the Concord Human Services, Health Department and Youth Services to research substance use in the Concord and Carlisle communities. The data collected will be used to move forward on substance use prevention efforts.

Emergency Preparedness – The Board agreed to work with Emerson Home Care to add an emergency response component, such as a mass vaccination clinic, to the current contract.

Safe Home Care Project – The Board met with former member Catherine Galligan and agreed to submit a letter of support for a study being conducted by U. Mass Lowell to identify occupational hazards for home health care aides. This study is a continuation of ongoing collaboration the Board has had on this project.

Tick Trends in Massachusetts – Mass. Dept. of Public Health intern Susan Knoll compared the Lyme Disease burden in Carlisle to the Lyme Disease burden in each county and the state from 2012-2015. The incidence of Lyme Disease and other tick-borne diseases in Carlisle residents continues to rise and under-reporting continues to be a problem.

Deer Management Committee – Board member Todd Thorsen was the Board's liaison to this committee created by the Selectmen.

Dog Committee – Board member Todd Brady represented the Board on this newly formed committee.

Caring4Carlisle Steering Committee and Lyme Disease Subcommittee – Board member Donna Margolies represented the Board on these two committees.

Staffing – The Board requested a change from two part-time administrative assistant positions to a single fulltime position as part of its succession planning. The request is still under review. .

Engaging the Community

By mobilizing local partnerships and resources, obtaining grants and taking advantage of Carlisle's strong volunteer base, the Board of Health was able to move forward on a number of projects to improve the quality of life for residents.

Caring4Carlisle (C4C) – The Board of Health along with the Council on Aging, Gleason Library and Planning Board secured a \$20,000 planning grant from Community Health Network Association (CHNA 15) to conduct a community health assessment. Consultant Caitlin Coyle, Ph.D. of the Univ. Mass. Boston Center for Social Demographics and Gerontology was hired to create an online resident survey to determine what is good about living in Carlisle and what could be improved. Approximately 500 residents over the age of eighteen took the survey. The C4C Steering Committee is in the process of evaluating the results for the purpose of applying for an Implementation Grant to address some of the recommendations.

With the help of its Steering Committee the Caring4Carlisle project is moving forward on an implementation grant to address some key recommendations suggested in the report.

Hazardous Waste Collection – A successful collection operated by Clean Harbors was held in April. 107 households participated. Residents could also dispose of needles and syringes at the collection.

Tick Testing – The Board agreed to continue the tick testing program with the U. Mass Laboratory of Medical Zoology in Amherst. Residents were able to submit ticks at a reduced cost, a portion of which was subsidized by the Board through its disease prevention funding. In 2017 35.8% of ticks tested positive of Lyme Disease, 15.38% for Babesia and 9.43% for Anaplasmosis. A number of ticks tested carried more than one pathogen. The Board continues to work with the Lyme Disease Subcommittee informing residents about prevention. The Board is also active in the Middlesex Tick Task Force, a regional group consisting of representatives from nearby towns.

Rabies Clinic – A clinic was held in March with the assistance of Anne Field, DVM and Holly Neild, Veterinary Technician of Countryside Veterinary Hospital. Twelve (12) dogs and eight (8) cats were vaccinated. Extremely cold weather resulted in a low turnout. The Board agreed to hold the clinic later in the spring next year.

Senior Flu Clinic – A very successful clinic was held in October. Emerson Home Care provided the nurses and the Council on Aging provided volunteers. 73 Flu shots were administered. Refreshments were provided by Benchmark Quality at Robbins Brook.

Old Home Day – As it its custom, the Board sponsored a booth providing health related information. Residents were asked to take a short survey about the Caring4Carlisle project (most had heard about it but not taken the survey), whether they or someone in their family had been diagnosed with a tick-borne disease other than Lyme (2 residents and a horse were), how they learn about town events (Mosquito, family and friends, rotary and town website) and their suggestions (improve the town website, more statistics about tick-borne disease in town, maintenance information on septic systems and wells). People could participate in a raffle after completing the survey.

Regulatory Issues

Benfield Farms - The Board continued to follow up on interior and exterior odor complaints from Benfield residents along with exceedances of the discharge limits of the FAST System. The Board issued a Temporary Certificate of Compliance in 2014 due to the ongoing odor complaints in the building and problems with the FAST System. Benfield Farms owner, Neighborhood of Affordable Homes (NOAH), was directed to investigate the source of the odors and eventually the internal floor drains were replaced with waterless traps. The Board continued to monitor post-treatment nitrate levels in the FAST System which had been retrofitted with a supplemental carbon feed system. As the testing showed improvement, the Board reduced the monitoring schedule from monthly to semi-annually. Once six consecutive months of acceptable limits were attained, the Board voted in June to release the final Certificate of Compliance for the soil absorption system.

Lifetime Green Homes – An amended comprehensive permit project consisting of 19 new and one existing home, three septic systems, and seven public water supply wells (PWS) on 9.4 acres of land had been approved by the Zoning Board of Appeals in February. Developer Jeff Brem met with the Board of Health in July, however, to discuss a newer, less dense development of five homes (four new and one existing). Each house

would have its own well and septic system but the project would remain as a condominium development. The project would require a variance from the Zoning Bylaw for more than one house per lot but would comply with all local and state health regulations. The Board will review septic system designs when submitted.

Gleason Public Library - The Library entered into a Consent Order with the state to address high levels of Nitrates in the well. The Board had been actively involved in helping the Library locate the source of the pollution which has yet to be determined. The Board had four nearby wells were tested for nitrates but all of the results were within acceptable limits. Drinking water fountains were shut off and only bottled water was used for drinking. The Board continues to track nitrates in the water supply to identify trends and possible sources of contamination.

Garrison Place - Work began on the septic systems for the sixteen unit age-restricted development on Russell Street. Due to ledge, blasting was needed for all three of the septic tank locations which were inspected and approved by the Board's consulting engineer Rob Frado of Technical Consulting Group. An abutter claimed the blasting damaged a private well. The problem was eventually resolved when the developer had the well repaired and a new filtration system installed.

95 Hanover Road – In July the Board met with the owner to discuss reactivating the sewage disposal construction permit. Work on the system had stopped due to a problem with the fill placed in the bed. The Board agreed work could start again if the fill was replaced but work would need to be completed by September 30th. Having failed to meet the Board's conditions prior to the winter shut down of November 30th, the work will now need to wait until next the spring.

Duties and Responsibilities

The Board issued a number of favorable decisions for septic system upgrades requiring waivers (2), accessory apartment applications (3) and home renovations (7) which required deed restrictions and/or special permits.

The Board received a complaint about an abandoned property on Cross Street which was determined to be a danger to the public. The Board's Agent worked with the Building Dept. and the out of state property owner to have the structure secured and a collapsing garage removed.

The Board's Food Code Inspector, Randy Phelps, inspected Carlisle Public Schools, Ferns Country Store, Kimball's Ice Cream Stand and Great Brook Ice Cream and St. Irene Church, First Religious Society and Congregational Church and two Farmer's Markets as required. The Board's Agent conducted one residential kitchen inspection and approved nine One-Day Temporary Permits.

Five properties on River Road that received water from the Town of Concord were asked to change to private wells. The properties are in the process of installing individual private wells.

The Board followed up on reports of coliform in the water supply at the Carlisle Extended Day facility. Subsequently the well cap was replaced and the problem corrected.

Board Finances FY17

The Board is aware that while its responsibilities and mandates from the state have increased every year, town budgets are struggling with municipal responsibilities. Through its fiscal management the Board strives to assure a competent work force, excellent customer service and an efficient permitting process for the town. Protecting the public health remains a smart investment for the town and its citizens.

Board of Health Operating Account

Revenue

The FY17 operating budget was \$106,292. The Board also generated \$6,371.50 (licensing fees) and \$830 (Title 5 Inspection Fees) which went to the General Fund.

Expenses

The Board met all operating costs within budget. The FY17 Operating Budget paid for food inspections for the school, three churches, and the summer farmer's markets; additional expenses for the Rabies Clinic and the annual stipend for the Animal Inspector. The operating account balance of \$3,123.79 was returned to the General Fund.

53 E ½ Revolving Account

The Revolving Account beginning balance was \$49,383.34 with an ending balance of \$48,585.78. Income and expenses are shown in Table A. This account reflects fees collected to cover engineering, consulting and inspectional services for septic systems, wells, barn, and food establishments. Expenses paid out of the 53E½ account include:

Animal inspection services for barns - \$2100

Well inspection services - \$9995

Food inspection services - \$450 paid from permit fees

Table A

53E 1/2	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017
Income	30,055.00	44,505.00	54,959.95	70,111.25	43,764.25	51,207.50
Expenses	36,270.00	40,607.00	43,992.77	48,802.21	42,976.21	52,005.06

At the Board's request the Selectmen agreed to raise the revolving account cap from \$50,000 to \$60,000 for FY17 and proposed a permanent increase at town meeting which was approved. At the request of the Animal Inspectors the Board increased the Barn Fee from \$25 to \$32 to cover the cost of mileage. There are approximately 80 barns in town that are inspected annually for manure management and animal welfare. As of December, only two animal owners had not paid the fee.

Water & Sewer Plans Special Article

Beginning and ending balance was \$43.48. An additional \$7500 was voted at the 2017 Annual Meeting to replenish this account for FY 18 [\$5000 for expert consultation for groundwater protection and \$2500 for ongoing Carlisle center water supply issues].

Disease Prevention Special Article

This account was originally voted at the 2012 Town Meeting in the amount of \$2,000.00 to be spent by the Board of Health in consultation with the Selectmen for the purpose of disease prevention. Beginning balance was \$1,430.44. Ending balance was \$1,308.98. Expenses were \$121.46 (purchase of sharps containers). Income of \$38.50 for the sale of sharps disposal containers was returned to the General Fund.

Rabies Clinic

Income to Countryside Veterinarian Hospital (CVH): \$180.00 (18 pets @ \$10). Cost of vaccine and syringes to CVH \$54.00; town provided supplies \$37.93 misc. maintenance, supplies and volunteer refreshments \$10.00; donation to the Town for Animal Management \$116.00. CVH provided staff at no charge to the town.

Community Septic Loan Program – Program closed.

Program total of eight loans administered; three betterments remain outstanding.

Outstanding Loan Balances:	\$42,722.57
Interest from regular tax billing	<u>\$2231.52</u>

Grant Funding

Title 5 Administrative Grant Account - Beginning and ending balance	<u>\$866.93</u>
Commonwealth Medicine - Beginning and ending balance	<u>\$425.97</u>

Region 4A Public Health Emergency Preparedness Grant	\$5,000.00
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Expended includes the following:

Verizon cell phone and tablet for 12 months	\$1,647.60
Mass. Assoc. Health Boards Training (2)	250.00
Attendance at Mass. Health Officers Annual Conference (2)	1,005.84
Mass. Association Health Board Annual Membership	150.00
Dept. Environmental Protection Training	<u>65.00</u>
	<u>\$3,118.44</u>

CHNA 15 Grant Account #19362 Community Health Assessment	<u>\$20,000.00</u>
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CHNA 15 Grant for a Tick-Borne Disease Prevention	<u>\$1,920.00</u>
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Board Members**Term Expires**

Todd Thorsen, Chairman	2018
Donna Margolies, Vice-Chairman	2018
Alan Lewis, Treasurer	2019
Todd Brady	2019
Lee Storrs	2020

The Board would especially like to thank former member Catherine Galligan who provided valuable engineering and financial management expertise during her seven

years on the Board. The Board is also grateful to Administrative Assistant Barbara Nill for all of the skills she brought to her position until her departure in June. In May the Board welcomed newly elected member Alan Lewis who assumed the seat vacated by Galligan.

Staffing and Consultants

Linda Fantasia, Health Agent

Judy Hodges, Administrative Assistant

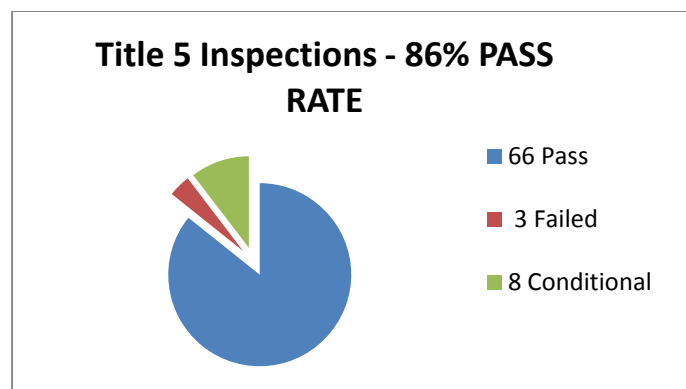
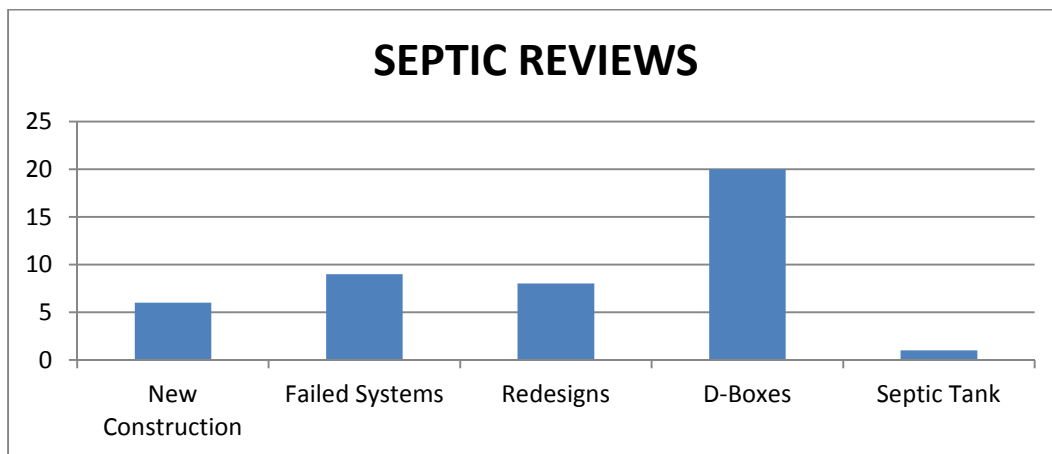
Barbara Nill, Administrative Assistant

Excellent services were also provided by Animal Inspectors Larry Sorli and Deb Toher, and Well Inspector Ralph Metivier. Consultants include Rob Frado (Technical Consulting Group), Randy Phelps (Phelps Food Service), and Emerson Home Care Nursing.

2017 ANNUAL STATISTICS

Septic Permit Allocations - 44 Septic Permits

6 New Construction, 9 Failed Systems, 20 Distribution Boxes, 8 Redesigns, 1 Septic Tank



General Statistics

Senior Flu Clinic	73
Reportable Diseases	55
Babesiosis	1
Cryptosporidiosis	1
Ehrlichiosis	1
Hepatitis B	1
Hepatitis C	1
Human Granulocytic Anaplasmosis	7
Influenza	9
Lyme Disease	29
Mumps	1
Pertussis	1
Streptococcus pneumonia	1
Varicella	1
Zika (suspected)	1

Food Establishments	19
Churches, School	4
Farmers Market	2
Food Service/Retail	1
Ice Cream Stands	2
One-Day Food Permits	9
Residential Kitchen(s)	1
Barn Inspections	78
Rabies Clinic	18
Animals Tested	3
Animal Bites Reported	10
Hazardous Waste	
Cars	107
Sharps Disposal	14
Septic & Well Licenses	43
Septage Haulers	12
Water System Installers	4
Septic System Installers	27

Lyme Disease Subcommittee

The Mission of the Lyme Disease Subcommittee (LDSC) is to investigate and inform about tick-borne disease in the Carlisle community. The Subcommittee meets once a month usually on the second Monday of the month.

Members: Jean Barry, Chair; Phyllis Kanki; Caroline Guild; Peter Burn; Kristen Amanti; and Charles Bradley. Board Liaisons: Donna Margolies (Board of Health); Helen Young (Conservation Commission).

In November Linda Fantasia, Health Agent and Jean Barry, LDSC Chair attended a statewide Tick-Borne Disease Symposium in Amherst, MA, at which “models and approaches” about outreach, tick prevention and surveillance were presented. The State informed it is looking into a different way of doing Tick-Borne Disease (TBD) surveillance and is interested in how local public health is dealing with TBD and what it can do to help.

A CHNA capacity building grant for \$1920. funded the development of a website that provides information about ticks, bite prevention, testing and treatment, as well as includes pertinent articles/news about all tick-borne diseases. Perkins Design Studios of Concord, MA, was selected to create it: www.tickdiseaseincarlisle.org.

The LDSC, in conjunction with the Laboratory of Medical Zoology, Univ. of Massachusetts, Amherst, MA, offered a state-subsidized, tick testing program through which Carlisle residents received discounted testing fees. Additionally, the Board of Health agreed to subsidize \$5 of the \$30 cost. 53 ticks were submitted from Carlisle for testing. Approximately 36% carried Lyme Disease; 15% carried Babesia and 9% carried Anaplasma. A number of the ticks tested positive for multiple pathogens. The tick testing program is still available at: www.tickreport.com

The LDSC continues to work with the Middlesex Tick Task Force, a consortium of town representatives, in the exchange of tick-related information and to educate the public on tick-borne disease prevention.

Resigned: The LDSC would like to thank Jeannie Geneczko and Jennifer Hawes for their active roles and expertise in working with the group and Melinda Lindquist in representing the Conservation Commission.

Joined: The LDSC welcomes Kristen Amanti and Charles Bradley to the group in 2017.

BUILDING COMMISSIONER

During the period January 1, 2017 through December 31, 2017, **220** building permits were issued as follows, and **\$44,158.56** collected in fees, which were turned over to the Town Treasurer. The Building Inspector addressed 10 zoning issues and complaints.

Number of Permits

11	New Dwelling
13	Addition
115	Alteration
6	Garage
6	Porch/Deck
1	Barns
8	Woodstove
4	Pool
36	Roof
14	Solar

INSPECTOR OF WIRES

During the period January 1, 2017 through December 31, 2017, **216** electrical permits were issued and **\$13,312.50** collected in fees and turned over the Town Treasurer.

PLUMBING INSPECTOR

During the period January 1, 2017 through December 31, 2017, **104** plumbing permits were issued and **\$7,072.50** collected in fees, which were turned over to the Town Treasurer.

GAS INSPECTOR

During the period January 1, 2017 through December 31, 2017, **88** gas permits were issued and **\$2,947.50** collected in fees, which were turned over to the Town Treasurer.

FIRE DEPARTMENT PERMITS

During the period January 1 to December 31, 2017

The following permits were issued:

Blasting	5
Cooking Fire	0
Dance Hall- MGL CH. 148, Sect. 26G1/2	7
Explosives	0
Facility Inspections	3
Fire Alarm System	33
Fireworks	1
Fuel Tank Installation	8
Fuel Tank Removal	0
LP Gas Installation	18
Oil Burner Installation	8
Open Burning	621
Smoke & CO Detector	87
Sprinkler System	1
Welding	0
Other	16
	24
<hr/>	
TOTAL	832

A total of \$ 8,950 was collected and turned over to the Town Treasurer.

CARLISLE HOUSING AUTHORITY

State Law establishing Local Housing Authorities

The Carlisle Housing Authority was established pursuant to Massachusetts General Law (M.G.L.) chapter 121B. Section 7 of that law authorizes a Housing Authority to:

“employ ... Agents and employees as it deems necessary or proper, and shall determine their qualifications, duties and compensation.... So far as practicable, a housing ... authority shall make use of the services of the ... employees of the ... town ... and such ... town shall, if requested, make available such services.”

Section 26 of the Statute grants housing authorities the powers (among other things):

“(a) To make studies of housing needs and markets, including data with respect to population and family groups and their distribution according to income groups ... and make such studies ... available to ... agencies, the public and the building, housing and supply industries;

(b) To conduct investigations and disseminate information relative to housing conditions and any other matter deemed by it to be material in connection with any of its powers and duties;...

(e) To provide housing projects for families of low income;

(f) To provide projects or parts thereof for elderly persons of low income.”

Mission

The mission of the Carlisle Housing Authority is to develop and support affordable housing opportunities for Carlisle, while preserving the semi-rural character of the Town. The Housing Authority also works with other Town departments and boards to provide housing education to Carlisle residents and serves as the Town’s point of contact for residents and non-residents seeking housing referrals and information.

Membership

The Carlisle Housing Authority has five members, four of whom are elected by the Town. The fifth member is appointed by the Governor on the nomination of the Board of Selectmen, pursuant to Massachusetts statute. Members serve for five-year terms and can be re-elected or reappointed. Carolyn Ing was appointed by the Governor in 2011. Alan Lehotsky was reelected in 2013 and served as Vice-Chair throughout July 2017, when he was elected to serve as Secretary. Mark Levitan was elected in 2014 and served as Chair in 2017. Steven Pearlman served as Treasurer from January to June, when he was elected to serve as Vice-Chair. Barbara Bjornson was elected in May 2016.

In addition to their service to the Board, members serve as liaisons on other Town boards and committees. Carolyn Ing served as the Housing Authority’s representative on the Carlisle Affordable Housing Trust (Trust) from January to June. Steven Pearlman was appointed as the Housing Authority’s representative to the Trust from July through December. His term expires in June 2018. Steven Pearlman represents the Housing Authority on the Community Preservation Act Committee. Mark Levitan served on the Master Plan Steering Committee.

Year in Review

In 2017, the Housing Authority held 18 meetings, for which agendas and minutes are on file with the Town Clerk. Highlights of these meetings and community outreach events follow.

Controversy over Housing Authority Staff Support

Beginning in December, 2016, the Carlisle Board of Selectmen (BOS) began questioning the need to provide funding for the Housing Coordinator position in Fiscal Year (FY) 2018 (which began on July 1, 2017). This position has provided professional support for the Authority and the Carlisle Affordable Housing Trust since 2006, and has guided two successful, award-winning affordable housing developments to completion, among many other accomplishments.

At the March 28, 2017 BOS meeting, during which the 2017 Annual Town Meeting Warrant (including the Town's FY18 budget) was to be closed, the Chair of the BOS proposed cutting CHA funding by more than half from the previous year, and hiring a regional affordable housing consortium to serve as the CHA's only support for the coming fiscal year. With no prior notice regarding this plan, and with knowledge of the limited services provided by such regional entities, members of the Housing Authority voiced strong opposition. Other members of the community voiced support for keeping the Housing Coordinator position in the budget. As a result, the BOS immediately dropped this proposal and decided to continue funding for the Housing Coordinator in the FY18 budget. In an effort to promote consensus, the Housing Authority agreed to a 14% reduction of the position's hours from 28 to 24 per week. The budget was approved by Annual Town Meeting on May 2, 2017.

In December 2017, the Housing Authority lost its staff support due to the retirement of the Housing Coordinator who had served Carlisle since 2006. During the FY19 budget planning process, the current BOS refused to commit funding to hire a new Housing Coordinator in FY19, and acted to reduce funding for Housing Authority staff support for the remainder of FY18 as well, despite funds earmarked for the position being in the budget. This controversy had not been resolved as of December 31, 2017.

January–March 2017

NOAH Benfield Farms Senior Housing Development¹: During this period, the Housing Authority continued to support NOAH in its progress toward obtaining a Certificate of

¹ The Benfield Farms project was developed through a 99-year ground lease between the Carlisle Housing Authority and Neighborhood of Affordable Housing (NOAH) for the development of a 26-apartment, mixed income rental project for persons over 55 years of age. Under M.G.L. c. 121B, Housing Authorities, unlike municipalities, are allowed to enter into ground leases of 36 years or more. All 26 units are subsidized "affordable" units for persons with incomes ranging from 30% to no more than 100% of area medium income (AMI).

The project is on a 4.39-acre portion of land on South St. owned by the Housing Authority. The "ground lease" has many provisions which bind NOAH to specific standards. The

Compliance for its septic system from the Board of Health. Benfield Farms septic test results met all Town standards during this period. The Board of Health extended the Temporary Certificate of Compliance, with septic testing results for Benfield Farms continuing to meet local standards.

Affordable Housing Forum: Staying in Town

On March 11, 2017, The Carlisle Housing Authority Affordable Housing Forum: Staying in Town was held in the Hollis Room, Gleason Public Library. The forum was attended by 21 Town residents and community members, and served as an opportunity to present information and exchange views. The forum had two speakers who gave presentations and also included a representative from Mass Save. The Mass Save representative provided information on: the free home energy-audit program; the zero-interest loan program for energy efficient improvements including, but not limited to: water heaters, furnaces, windows, etc.; and its energy improvement rebate program.

The first speaker was Susan Aaron, who gave a presentation on the highly successful state-funded Southern Middlesex Opportunity Council Home Modification Loan Program, which provides 0% or 3% interest loans up to \$30,000.00 to modify homes of elders and individuals with disabilities, allowing them to occupy their homes for a longer period of time.

The second speaker was Mark Levitan, Chair of the Carlisle Housing Authority, who gave a presentation on Inclusionary Zoning (IZ). IZ is a proposed zoning bylaw, in place in dozens of Mass. communities, which would potentially generate affordable housing funds and/or affordable housing units. These units/funds might be used in assisting the Town in its progress toward a Chapter 40B “safe harbor,” while mitigating the effect of new subdivisions on the Town’s 10% subsidized housing goal. He presented examples of successful use of Inclusionary Zoning in nearby Mass. towns.

April to August 2017

NOAH Benfield Farms Senior Housing Development: The Friends of the Council on Aging held their Annual Meeting at the development (for the fourth year in a row).

Old Home Day: For the second straight year, the Housing Authority held a successful visibility event and spoke with numerous townspeople who stopped by in the rain to learn about the Housing Authority’s existing projects and proposed future projects, and to share their perspectives on the need for different types of housing opportunities in the

Housing Authority is responsible under the lease for ensuring that these provisions are complied with on an ongoing basis. The project was funded in part by Town contributions totaling nearly \$100,000, including funding for master planning efforts, and \$425,000 approved by Town Meeting for infrastructure development. These costs are in addition to the pro-rata share of the \$2 million, 45.39 acre land purchase (approx. 7 acres total; 3 acres being subterranean). The remaining 41 acres (including 3 acres overlying Benfield Farms’ underground well and septic fields) are now town-owned conservation land. Project cost was approx. \$9.8 million.

community. The Housing Authority updated its outreach/informational brochure in advance of Old Home Day.

September to December 2017

NOAH Benfield Farms Senior Housing Development: The Carlisle Board of Health issued a MassDEP Title V Certificate of Compliance to the Neighborhood of Affordable Housing (NOAH) Benfield Farms development at its September 5, 2017 meeting.

The Council on Aging (COA) reported that it held a Serving the Health Insurance Needs of Everyone (SHINE) Program in the Benfield Farms Community Room.

TILL Group Home duplex²: The Carlisle Housing Authority learned that its ground-lease tenant Toward Independent Learning and Living (TILL), Inc., received the International Union of Architects (UIA) Friendly and Inclusive Spaces competition Shortlist Award in the New Building category for its Carlisle group home. The award was displayed at the 26th UIA World Congress in Seoul, South Korea. Seventy-six entries from around the world were accepted for nomination in the two-part juried competition.

Competition criteria included overall quality of design and how the project has addressed the human factors which make a place friendly, inclusive and enjoyable to use.

The UIA was established in 1948, represents 126 countries, and is recognized by the United Nations. The UIA has managed international design competitions resulting in these important buildings: Georges Pompidou Centre, Paris; Indira Gandhi Centre, New Delhi; National Museum of Seoul; Opera House, Sydney, Australia

Community Support

From January through November 2017, the Housing Authority, through the Housing Coordinator, received inquiries for housing referrals/education on a near-daily basis. These inquiries were primarily questions about rental housing for seniors and non-age-restricted rental units.

The Need for Affordable Housing in Carlisle

The Housing Authority would like to note that notwithstanding a successful year serving the community, its work on providing a range of housing opportunities for residents, their families and local workers is far from over. Data from the US Census Bureau's American Community Survey (ACS) for 2011-2015 reinforced the fact that Carlisle is a predominantly wealthy community with the majority of households earning over

² The TILL Group Home is on 1.36 acres of land under a 95-year lease with the Carlisle Housing Authority. In 2014, the Carlisle Housing Authority entered into a 99-year lease with the Carlisle Affordable Housing Trust, which owns the land. Following this, the Carlisle Housing Authority issued a Request for Proposal and selected TILL, Inc. as its long-term ground lease developer, to design, construct and operate a duplex group home. Total Project cost was \$2,020,615.

\$150,000 a year, but also with a significant minority of households earning less than \$49,999 (12.2%), and an estimated 4.4% of those age 60 and over with incomes at or below the poverty level. As the Town's population continues to age, and the number of young families levels off or declines, the need for more diverse housing options becomes even more evident.

In Closing

The Housing Authority wishes to take this opportunity to thank the Council on Aging and the residents of the Town of Carlisle for their ongoing support of the Benfield Farms and TILL Group Home developments. We are also extremely grateful for the work of Elizabeth DeMille Barnett, AICP, who served as the sole professional staff for the Housing Authority from November 2006 to December 2017.

Numerous residents have called, written or stopped by Town Hall to offer suggestions and support for ideas for future projects and their ongoing affordable housing-related concerns. These suggestions assist the Housing Authority in its plans and we continue to encourage them. The Housing Authority also continues to welcome property owners who may want to either donate or offer for sale property suitable for future development.

Financial Summary – Fiscal Year 2017

Income:

General Budget:

July 1 2016 to June 30, 2017 Housing Authority Budget for office expenses, equipment and professional training ³ .	\$500.00
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Expenses

Housing Authority Town Budget	Balance as of July 1, 2016	Balance as of June 30, 2017	FY2017 Expenses
	\$500.00	\$3.46	\$496.54

Group Home Duplex CPA Appropriations

November 2014 Carlisle Affordable Housing Trust voted to authorize Community Preservation Act (CPA) Community Housing grant to Housing Authority for Group Home	\$65,000
November 2014-- June 1, 2016 Group Home Grant Expenses	\$56,734.74
Total FY2017 Expenses	0
CPA Funds returned to the Town of Carlisle	\$8,265.26 (13%)

Mark Levitan, Chair
 Steven Pearlman, Vice-Chair
 Alan Lehotsky, Secretary
 Carolyn Ing, Treasurer,
 Barbara Bjornson

³ The Carlisle Housing Authority operating expense budget has been fixed at \$500.00 since 2006.

COUNCIL ON AGING

Mission

The mission of the Council on Aging (COA) is to provide advocacy and support services to help Carlisle seniors live dignified and independent lives. The COA strives to continually improve the quality of life for Carlisle residents age 60 years and older, by identifying the needs of the population and matching available resources, both public and private, to meet those needs.

What is the Council on Aging?

The Council on Aging is a human services department within the Town of Carlisle with a volunteer Board of Directors who are appointed by the Carlisle Board of Selectmen. Established under Massachusetts General Laws, Chapter 40, Section 8B, Councils on Aging plan and implement programs designated to meet concerns of the aging in coordination with programs of the Massachusetts Department of Elder Affairs.

Along with the policy direction, advice and support of the Council on Aging Board of Directors, the COA implements a multitude of programs for the benefit of Carlisle seniors and other residents to provide for social interaction, physical exercise and intellectual and cultural stimulation. The COA also coordinates with area organizations such as Minuteman Senior Services to improve health and safety through direct outreach and education.

Who we serve?

As our name implies, the Council on Aging was chartered to serve Carlisle's older adult population. In Massachusetts the older adult/senior cohort is considered anyone age 60 and over. As shown below, approximately 83% of the time that is indeed who we serve. However, sometimes social service needs, such as food or fuel assistance, and the value of intergenerational programming trumps all and our services extend to younger age groups. The following is a high-level breakdown of participant demographics for those who took place in our programs during 2017 (as of Nov, 2017 Town Clerk Report):

Age 60 +	83%	Under Age 60	17%
Female	66%	Male	34%
From Carlisle	77%	Out of Town	23%

Due to the maturation of the "Baby Boom Generation" Carlisle, like most towns, has seen an increase in our age 60 and over population. According to current Town Clerk records, the distribution of Carlisle's older adult age population at the end of 2017 stood at:

Age 40 +	59%	3,112 residents	Total Population = 5,419
Age 50+	47%	2,462	(not including 152 whose
Age 60+	28%	1,482	birthdates were unknown at
Age 70+	12%	636	the end of 2017)
Age 80+	3.8%	198	
Age 90+	0.5%	24	

What we do: COA services include but are not limited to: Outreach, Transportation, Meals on Wheels, Senior Tax Workers, Nutrition, Health & Exercise as well as working to prevent cases of isolation through our *Friendly Visitor/Friendly Caller* program. We also coordinate other social services such as Medicare/Healthcare assistance and our durable medical equipment lending program, which are both facilitated by Carlisle volunteer SHINE counselor Clyde Kessel (SHINE stands for: Serving the Health Information Needs of Everyone).

It is also not uncommon for the COA to lend assistance to non-senior Carlisle residents, especially in the areas of food or fuel assistance. COA volunteer Gio DiNicola aids COA staff members in assisting Carlisle residents with filling out food & fuel assistance applications while Clyde Kessel coordinates our Medical Equipment program. Gio and Clyde are but 2 of over 100 volunteers that help Carlisle residents.

The following charts detail some participation numbers for the COA's programs from 2017 and comparative figure from 2013 to 2017. The number of participants in COA based events or programs has increased 43% in this five-year span.

Annual Comparisons of COA Provided Programs and Events

	<u>2013</u>	<u>2014</u>	<u>2015**</u>	<u>2016</u>	<u>2017</u>
Number of Participants:	551	663	730	781	788
Instances of Participation:	9,391	10,081	10,891	12,094	11,968

How much we do: COA Database Numbers for Calendar 2017

Overall Broad Categories of Service

<u>COA Event Participation</u>	<i>Activity Count/Unique Participant</i>	
Community Education	339	165
Nutrition (lunches, etc)	2,406	414
Cultural Events	580	187
Fitness/Exercise	2,387	96
Health Screening	315	122
Recreation/Socialization	710	214
Other Programs (ex. Interg Poetry)	242	44

Event Participation Sub-Total	6,979	638**
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Other COA Services Provided

Transportation	2,556	172
Meals on Wheels (home delivered food)	1,187	13
Volunteer Assistance Provided	921	162
Other Services	325	325
Total Served	11,968	788**

****Note** – Unlike the ‘Activity Count,’ column, the Unique Participant totals DO NOT result by adding the amounts from each individual category. Due to participant overlap between categories, the true aggregate figure is lower than the sum of the parts. Please also note, our 2015 MOW figures were recently corrected to add 1,029 to that year’s total as part of the above annual comparisons.

Outreach –During calendar year 2017, along with our volunteers, COA staff members Angela Smith, Deborah Farrell, Linda Cavallo-Murphy and Miriam Fleurimond averaged 602 client calls or meetings per month; more than an 18% increase in volume from the prior year and a 67% increase over the past four years. Below is a breakdown of the type of first hand contacts that COA staff has had with Carlisle residents; this does not include additional help that is provided by Licensed Social Worker, Peter Cullinane.

Annual ‘Calendar Year’ Comparisons of COA Outreach – Staff Contacts

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Monthly Average:	344	394	485	574	602
Annual Totals:	4,123	4,723	5,820	6,635	7,221

2017 Annual Contact/Service Statistics **Annual** **Monthly Averages**

Case Mgmt/Advocacy/Outreach	3,247	271
General Information	1,834	153
Volunteer Activity Coordination	738	62
Program Planning	429	36
Misc/Other (ex: employment assistance)	354	30
Senior Friendly Calls/Visits (Volunteers)	146	24
Senior Tax Worker	225	19
Food or Fuel Assistance – Seniors	154	13
Medical Equipment lent to Seniors*	128	21
Senior Visits (Outreach)	78	7
SHINE (Medicare & Health assistance)	61	5
Contractor Communication	43	4
Yard Work	37	3
Food or Fuel Assistance – Non-Seniors	12	1
Legal Assistance Referrals	4	0
<u>Medical Equipment lent to Non-Seniors*</u>	<u>10</u>	<u>2</u>
Total	7,500	651

Transportation/Trips – In 2017 the COA, through Transportation Coordinator Deborah Farrell, helped arrange more than an average of 213 rides per month to 162 different people (rides are defined by state transit authorities as one-way trips), which was an almost 46% increase over five years. Most rides were to medical appointments, COA events, or shopping trips. Rides also included visits to local museums, plays and other events that were coordinated by COA Trip Volunteers Joanne Willens and Lillian DeBenedictis. About 7% of rides were provided through our volunteer driver network.

Transportation Services – Annual Comparisons of Rides Provided

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Monthly Rides:	146	165	186	207	213
Total Rides Provided:	1,759	1,987	2,236	2,490	2,556
Number of Riders:	147	143	150	161	162

*Not including non-COA-Booked Outside Vendor (Flow Transportation) Rides

Volunteers

COA staff, led by Outreach & Program Manager Angela Smith, Transportation Coordinator Debbie Farrell who also handles Meals on Wheels, and COA Administrative Assistants Linda Cavallo-Murphy and Myriam Fleurimond, coordinated the efforts of 162 individual volunteers in 2017, providing 4,317 hours of volunteer service that saved the Town at least \$52,600 in wage expense.

Communications – One of the strengths of Carlisle’s Council on Aging is the strong mix of communications media utilized, including:

Hardcopy Monthly Newsletter – The *Carlisle Connection* is a twelve-page print newsletter that is delivered free of charge every other month to seniors in Carlisle and once a year to all Carlisle residents. Sponsorship in the form of ads in the newsletter helps our publisher cover the cost of printing, while mailing/postage costs are borne by a combination of Town funding and grants from the State and our Friends of the Carlisle Council on Aging group.

COA Email Newsletter(s) and the Mosquito– *Bits & Bytes* is a summary of COA and other community events and activities that is emailed on a regular basis. *News You Can Use* includes resources and information that people may find helpful or interesting. Both electronic communications are supported by COA staff and Principal Production Volunteer, Maxine Crowther. Carlisle Mosquito - COA staff and board members contribute articles, notices and letters to the *Mosquito*. COA Board member Verna Gilbert works as a volunteer at the *Mosquito*.

Cable Television – The Council on Aging records a cable television show monthly via Concord Carlisle Cable Television (CCTV). In 2017 the program was hosted by a rotation that included longtime host Bert Williams, former Selectmen Tim Hult, Doug Stevenson, and Vanessa Maroney, as well as Friends of the COA vice-chair Kerry Kissinger and COA Board Member Jerry Lerman. With grateful assistance from CCTV staff, the show was produced by COA volunteers: Donna MacMullan, Abha Singhal, Reuben Klickstein, Bill Churchill and Mike Hanauer.

How We Are Funded? - The Council on Aging is supported through the Carlisle Town budget, a departmental revolving fund for donations and fees, and a combination of grants, led by the *Friends of the Carlisle Council on Aging* (FCCOA), which is a 501c (3) non-profit organization devoted to helping Carlisle Seniors. Grant support was also provided by the *Concord-Carlisle Community Chest*, the *Executive Office of Elder Affairs*

through its State Formula Grant program, and the *Carlisle Cultural Council*. Lastly, the Carlisle COA also received a grant through the Town's affiliation with the Lowell Regional Transit Authority (LRTA). The COA gratefully acknowledges the help and support of all of these generous organizations.

Council on Aging Staff & Funding

COA Director (David Klein) – full-time - funded through the general town budget
Outreach & Program Manager – (Angela Smith) - full-time – town budget
Transportation Coord (Debbie Farrell) - 25 hours/week – town budget and LRTA*
Administrative Assistant (Linda Cavallo-Murphy) – 12-16 hours/week – town budget
Administrative Assistant (Miriam Fleurimond) – 6-8 hours/week – town budget
Lic. Social Worker (Peter Cullinane) - 8 hours/week - Town Meeting Article and grant**
Part-time drivers (Carl Cline, Pete Dumont, George Payne, Dick Russell, Dana Smith, Emily Stewart, & Bert Williams) about 30 hours/week–Town budget and LRTA grant*

* LRTA = Lowell Regional Transit Authority

**CCCC= Concord-Carlisle Community Chest

COA Highlights & Changes during 2017

COA - Long Range Plan (LRP): In 2017 the COA's Long Range Planning Committee members reviewed goals and streamlined the planning process to more easily update the plan from year to year. COA staff continued an important LRP public relations goal of sponsoring a community event to raise awareness of the Council on Aging as a vibrant part of Carlisle in the minds of all age groups. This year they hosted the 3rd Carlisle Intergenerational Road Race. The COA Space Committee visited several senior and community centers and requested funding for the creation of a feasibility study for a new Community/Senior Center building on the former Goff property site, which lost narrowly (by only six votes) at the Spring Town Meeting. The full 2017 - 2021 COA Long Range Plan, now known as the COA Strategic Plan, is available on the COA landing page of the Town Website.

Intergenerational Collaborations: In 2017 the Carlisle COA continued to build on the roots of Carlisle's 2015 designation as a *Best Intergenerational Community* (per Generations, Inc.) by pursuing opportunities to collaborate across the lifespan. Several Community Conversation cultural presentations were moved to evening hours so that working age adults could attend and bring their children or grandchildren as appropriate and as interests coincided. Additionally, Patti Russo ran another impactful spring session of our locally famous intergenerational poetry program at Concord-Carlisle High School.

Intergenerational quality time kicked into high gear during the summer as the COA worked with RecCom, holding a kids' martial arts demonstration and partnering with local farms to present animal programs including a visit with Rescued Arabian Horses and a learning presentation with live animals from the Audubon Society. In the fall, with help from the Carlisle PTO, the COA sponsored the aforementioned 3rd Carlisle Road Race on Veterans Day, which included participants spanning eight decades.

Transportation Initiatives – In 2017 the COA continued to team with a livery service vendor, Flow Transportation to operate Carlisle's Pilot Transportation program, which

served to increase the scope of time and distance that Carlisle's handicapped and senior residents have to *accessible*, public transportation rides. A voucher program supports the Pilot Programing through funding authorized at Town Meeting in the spring of 2014. Information about the program is available at: www.carlislematransportation.com.

Senior Housing: The COA continued to build bridges in and among the senior housing facilities in Carlisle. In 2017, Carlisle's senior housing venues continued to host a variety of COA activities and services on a regular basis. Village Court's Sleeper Room played host to COA sponsored Men's & Women's Breakfasts and monthly Coffees, which include Blood Pressure Clinics. Likewise, several COA sponsored programs and services were held at Benfield Farms, including: Yoga classes, French Club, and bi-monthly Podiatry Clinics plus the Annual Meeting of the Friends of the Carlisle COA.

Special thanks must be extended to our Council on Aging Board members, who are so often at the core of our volunteer efforts, and without whom much of what we do would not be possible. The COA Board as of the end of calendar 2017 included:

COA Board Members

Donna MacMullan, Chair
Abha Singhal, Vice Chair
Walter Hickman, Treasurer
Verna Gilbert, Secretary
Kathy DeVivo-Ash
Maxine Crowther
Reuben Klickstein
Jerome Lerman
Ann Quenin

COA Board Associates

John Ballantine
Sally Hayen
Ann James
Robert Luoma
Jean Sain

More Special Thanks - In the spirit of collaboration often seen in Carlisle, it is common for the Town's departments to work together. The COA works with the Police Department (PD) to help prevent scams and identify isolated and frail seniors who may benefit from a program called *R U OK*, in which the Carlisle PD provides a daily automated check-in telephone call. Similarly, the COA, in collaboration with the Town's Local Emergency Planning Committee, works with the Fire Department to manage a "special needs" list of residents who wish to be contacted during severe weather or other emergencies.

The COA works with the Housing Authority on affordable housing and the Health Department on flu clinics and other health initiatives such as CHNA Community Health grants. The COA and the Gleason Library often coordinate and co-sponsor cultural and community activities such as the monthly *Community Conversations*. The Friends groups of both the Library and the COA work together to co-fund programs in Carlisle. We simply could not run many of our most important programs and services without the support of the Friends of the Carlisle COA and the leadership and support of our Council on Aging Board. They're a special group of people.

HISTORICAL COMMISSION

The main role of the Carlisle Historical Commission (CHC) is to act as the Historic District Commission for the Carlisle Historic District, which primarily includes the town center, and to act as the Historical Commission for the town as a whole. The membership of the Historical Commission is prescribed by Article 9 of the Carlisle General Bylaws, and consists of 5 members and up to 3 alternate members to be appointed by the Selectmen. The membership must include at least one architect and a nominee from the Carlisle Planning Board.

The Historic District and Historical Commission were created to preserve and protect the distinctive characteristics and architecture of buildings and places that are significant in the history of Carlisle; to maintain and improve the settings for such buildings and places; and to encourage designs compatible with the character of the Historic District.

In its role as the Historic District Commission, the CHC receives, hears, and rules on applications for alterations to the exterior of structures within the Historic District, and alterations to hardscaping (paving, stone work, etc.) on a property. During 2017, the CHC reviewed four new applications, and issued four Certificates of Appropriateness. The applications reviewed by the Commission included:

- Reviewed, modified and approved an application for installation of a railing on the stairway to the Infinity Garden located to the rear of the First Religious Society property.
- Reviewed and approved an application for exterior painting of a home within the Historic District, returning the home to a more historic color palette.
- Reviewed, modified and approved an application for co-location of a wireless facility within a church steeple, and with equipment housed on a property within the Historic District.
- Reviewed modified an approved an application for revisions to the front entrance of a business property within the Historic District

The CHC also held informal discussions on several of these applications before the formal hearing – a process that the Commission continues to encourage in order to provide guidance to the applicant and to streamline the hearing process.

During 2017, the Historical Commission received several requests for review and discussion:

- Community Preservation Committee (CPC) application for preservation of Town records (request of Town Administrator). The Commission voted its support.
- CPC application for binding of Mosquito collection (request of Gleason Public Library). The Commission voted its support.
- CPC app for lighting of the historical collection displayed at Heald House (request of the Carlisle Historical Society). The Commission voted its support.
- Update on 21-23 Bedford Rd reconstruction and renovation project.

- Discussion of possible re-siding and other exterior work to a residence within the Historic District (request of property owner/resident).
- Review of Eagle Scout Project to replace missing and damaged Bicentennial Markers in Town (request of Eagle Scout and Trails Committee).
- Initial discussion of possible use of CPC funding for modest renovation of the Highland Building to enable its use for Town functions (request of the Recreation Commission)
- Discussion of possible new Library/Curator position (request of Gleason Public Library)

Proposed Central Burying Ground Comprehensive Preservation Plan

In January 2016, the CHC had applied for CPC funding to develop a comprehensive Preservation Plan for the Central Burying Ground on Lowell Street, within the Town's Historic District. This application had been based upon a joint proposal submitted at the Commission's request by Martha Lyon Landscape Architecture and Fannin-Lehner Preservation Consultants, for historic preservation of the site. A Town Meeting vote in May 2016 awarded the Carlisle Historical Commission \$20,000 from the CPC's Historic Reserve Fund for development of a multifaceted Preservation Plan, and the final plan, which included a landscape assessment of the site, a tree inventory and assessment, a structural assessment of stone walls and other structural features within the site, and a complete gravestone assessment, was submitted to the Commission in December 2016.

An advertised public information session to present, discuss, and receive input on the Preservation Plan was held in January 2017, and the plan was also presented to the public in additional informal discussions. Members of the public as well as members of the CPC expressed concern over the magnitude and projected cost of the project, and asked that the Commission consider a staged approach to obtaining funding for and enacting the plan. The CPC also requested a more detailed cost analysis. The Commission plans to reconsider the approach to enacting this comprehensive plan.

Commission Membership

The Historical Commission underwent some membership changes in 2017. Chair Neal Emmer resigned from the Commission in April due to other increased time demands, and Commissioner Annette Lee accepted the role of Acting Chair at that time. In June, when annual officers were appointed, Ms. Lee offered to continue as Chair for the 2017-2018 appointment year. Alternate Kathy Keller was appointed to full member of the Commission, and, at his request, Commissioner Jack O'Connor was re-appointed to Alternate. In June, town Resident Eric Adams, an experienced professional in preservation-oriented renovation and construction, expressed interest in Commission membership, and at the Commission's request, he was appointed by the Selectmen in July 2017. Alternate Commissioner John Lyons completed his membership term June 30, 2017. Administrative Assistant Gretchen Caywood continues as the Commission's staff and in-house point-of contact for the public at Town Hall.

The Historical Commission extends its sincere thanks and appreciation to all those who have worked diligently to preserve the historic character of Carlisle, and particularly to the residents of the Historic District for their appreciation of the historical importance of the Town Center.

Annette Lee, Chair

Members: Geoffrey Freeman, Ed Rolfe, Kathy Keller, Eric Adams

Alternate Members: Jack O'Connor.

ZONING BOARD OF APPEALS

2017 was another busy year for the Zoning Board of Appeals. The Zoning Board of Appeals (ZBA) met nineteen (19) times, four (4) Executive Sessions, eighteen (18) new applications and one (1) 40B remanded application were reviewed including twelve (12) special permit applications and ten (10) variance requests as prescribed in Massachusetts General Laws (M.G.L.) Chapter 40A (The Zoning Act) and the Town's Zoning Bylaws. Five (5) hearings were held in accordance with the Massachusetts General Law (M.G.L.) Chapter 40B and the Housing Appeals Committee's Ruling on Appellant's Request for Project Change, as Amended and on Board's and Intervener's Request for Remand dated June 30, 2016.

The ZBA consists of three (3) Full Members that are appointed by the Board of Selectmen. Additionally, the Board of Selectmen may appoint up to four (4) Associate Members to serve on the ZBA. Associate Members may attend all ZBA hearings and can serve as a Full Member when a regular Member or Members cannot sit for a particular hearing. All ZBA hearings are open to the public and are typically held the first Monday of the month at Town Hall when there is a petition to be heard. All hearings are advertised in the Concord Journal, Lowell Sun or Carlisle Mosquito for two consecutive weeks prior to the hearing. Additionally, the ZBA hearing is posted on the Town Clerk's Bulletin Board no less than fourteen days in advance of the scheduled hearing. *The Rules and Regulations of the Town of Carlisle Zoning Board of Appeals* and the *Town of Carlisle Zoning Bylaws* are available from the Office of the Town Clerk for a nominal fee. These documents are also available on the official Town of Carlisle website, www.carlislema.gov, under the "Boards and Committees" menu.

The ZBA is charged with granting variances and certain special permits as identified in the *Town of Carlisle Zoning Bylaws*. Additionally the ZBA is charged with the issuance of comprehensive permits as prescribed in Massachusetts General Laws (M.G.L.) Chapter 40B. The ZBA is not charged with the enforcement of the Town's Zoning Bylaws. Rather, the Building Commissioner has the initial responsibility for interpreting and enforcing the zoning bylaws. This responsibility includes the duty to enforce the conditions of a variance or special permit issued by the ZBA. If a towns person has reason to believe that the Zoning Bylaws or conditions directed under a special permit or variance are not being complied with, the appropriate process is to make a written request to the Building Commissioner to enforce the Zoning Bylaw or conditions in question. The Building Commissioner's decision is subject to review by the ZBA.

In 2017, the Board granted nine (9) special permits and six (6) variances, one (1) Special Permit and one (1) Variance applications were withdrawn without prejudice. During 2017, the ZBA met five (5) times to consider the changes to a comprehensive permit application, of which, two (2) of those meetings were public hearings and three (3) without testimony. Deliberations were conducted at a public meeting but not a public hearing. The comprehensive permit was conditionally approved after Remand on February 28, 2017.

Table 1 provides a summary of the petitions heard by the ZBA. Table 2 summarizes the outcomes of each petition heard by the ZBA during 2017. Table 3 provides a list of all active special permits and includes the expiration date for each one.

Foremost, the Board would like to thank and commend the long term commitment of Member Martin Galligan who served on the Board from 2009 to 2017. In 2017 The Board welcomed two new Members, Gretchen Anderegg and Eric Adams. The Board would also like to offer our sincerest thanks and appreciation to the other Town departments, staff and Boards that have provided their guidance and leadership upon various occasions.

Looking forward, the Board, in its adjudicative role in support of land-use planning for Carlisle, will remain mindful of its responsibilities to be fair and equitable in the application and administration of local and State zoning ordinances.

Members:

Travis Snell, Chair
 Manuel Crespo, Clerk
 Steven Hinton
 Lisa Davis Lewis, Associate
 Gretchen Anderegg, Associate
 Eric Adams, Associate

Table 1 : 2017 Petitions heard by Zoning Board of Appeals

	Granted	Denied	Withdrawn	Extended/Review	Active
Petitions for Variance	6		1		3
Applications For Special Permits	9	1	1		1
Comprehensive Permits	1				
Comprehensive Permits Modifications					
Appeals of Administrative Decision					
Earth Moving					
Total	16	1	2		4

Table 2 – 2017 Zoning Board of Appeals Hearings

Applicant	Date of Hearing	Date of Decision	ZBA Action	Expires
Jeffery Brem	1/4/17 1/19/17 1/30/17 2/13/17 2/27/17	2/28/17	Grant Comprehensive Permit to allow for the development of 20 units on 9.84 acres under M.G.L. Chapter 40B at 100 Long Ridge Road	
Joachim Fiedrich	1/9/17 2/6/17	2/20/17	Grant Variance under Zoning Bylaws 7.5 and 4.3.2 to build a garage in the setback at 846 Bedford Road	
David & Gloria Guernesey	1/9/17	1/23/17	Grant Special Permit and Variance under Zoning Bylaw 4.3.2, 4.1.2.3 and 6.3 to expand living space on non-conforming lot and relief from lot line at 979 Concord St	
Dorothy Harris	1/9/17	1/23/17	Grant Variance under Zoning Bylaws 4.3.2 and 7.5 from relief from lot line to build a garage at 275 Nowell Farme Road	
Stacy Scott	1/9/17		Withdrawn without prejudice request for Variance to create buildable lot with less than required frontage under bylaws 4.1.2.4 and 4.1.3.1 at 49 Bingham Road	
Alison & Mike Saylor	3/6/17		Withdrawn without prejudice request for Special Permit to build an addition at 319 Stearns Street	
Eric Adams	4/3/17		Continued until 2018 at the request of the Applicant	
Anthony Bestoff	5/1/17 6/5/17 7/12/17	7/26/17	Grant Special Permit under Zoning Bylaws 6.3 and 4.1.1.1 to demolish existing garage, rebuild and expand living space on non-conforming lot at 74 School Street	
Stacy Lennon	5/1/17	5/15/17	Grant Special Permit under Zoning Bylaw 6.3 to finish the basement on a non-conforming lot at 39 Stearns Street	
Wolf Berrouet	6/5/17	6/19/17	Grant Special Permit under Zoning Bylaw 6.3 to increase living space on a non-conforming lot at 125 Maple Street	
Barry Ohs	6/5/17	6/19/17	Grant Special Permit under Zoning Bylaw 6.3 to build addition on an existing non-conforming structure according to section 4.2.1 at 1285 Curve Street	
Peter Donohoe	7/12/17	7/26/17	Denied request to amend existing Special Permit to change hours of operation and offer massage at 41 Trillium Way	

Peter Donohoe	9/11/17 10/2/17 11/6/17	11/20/17	Grant Special Permit under Zoning Bylaw 3.2.2.9 for the continued operation of business to offer small group classes at 41 Trillium Way	10/4/18
Kenneth Cole	9/11/17	9/25/17	Grant Variance under Zoning Bylaw 7.5 and 4.3.2 to build a garage in the setback at 81 Craigie Circle	
Nadia Puttini	9/11/17	9/25/17	Grant Special Permit under Zoning Bylaw to continue to conduct yoga classes at 581 Rutland Street	10/4/19
Harry Wight	9/11/17	9/25/17	Grant Special Permit under Zoning Bylaws 6.3 and 4.1.1.2 to convert porch into living space on non-conforming lot at 491 South Street	
Diane & Chris Geggis	10/2/17		Continued until 2018 at request of Applicants	
Jeffery Brem	12/4/17		Continued until January 8, 2018	
Lauren Dillon	12/6/17	12/20/17	Grant Special Permit and Variance Zoning Bylaws 7.5, 6.3, 4.3.2 and 4.1.2.3 for relief from the lot line to expand living space on a non-conforming lot at 979 Concord Street	
Lance & Laurel Ostrom	12/6/17	12/20/17	Grant Variance under Zoning Bylaws 7.5 and 4.3.2 to rebuild the barn on a non-conforming structure at 588 Bedford Road	

Table 3 – 2017 Zoning Board of Appeals Active Permits

Name	Location and Type of Permit	Expiration Date
Scott Jenney	Landscaping Business 303 Brook Street Special Permit	4/1/20
Julie MacQueen	Confectionery manufacturing Business at 45 Bedford Road Special Permit	4/7/18
Kevin Walker	Landscaping Business 305 Rutland Street Special Permit	11/21/18
Robert Kvietauskas Carlisle Insurance Brokerage	Professional Office 50 School Street Special Permit	11/7/21
Kevin Stacey	Landscaping Business 570 West Street Special Permit	4/2/17

Red Magnolia Realty Trust William and Dean Luther Carlisle Auto Body	Automotive Body Repair Shop 673 Bedford Road Special Permit	11/1/17
Angelo and Lillian DeBenedicts	Day Care Center 3 Carleton Road Special Permit	6/1/18
D-Kon Realty Trust Richard DeFelice Robert Koning	Building for the U.S. Post Office 70 Bedford Road Special Permit	6/30/18
H. La Rue Renfroe Assurance Technology	Professional Offices 84 South Street Special Permit	No date; Review *2/6/19
The Red Balloon First Religious Society	Preschool 27 School Street Special Permit	4/1/19
Katheryn Dennison	Riding Academy and Stable 78 Sterns Street Special Permit	4/1/19
Peter Donohoe Donohoe Training at The Barn	Training classes 41 Trillium Way Special Permit	10/4/18
Nadia Puttini Bare Sole Yoga	Yoga classes 518 Rutland Street Special Permit	10/4/19

*This permit requires periodic review of conditions for adequacy, without which the permit expires prematurely. The first date is the expiration date for the permit; the asterisked date is the premature expiration date if no review of conditions has been applied for by the business.

PUBLIC SERVICES
&
SAFETY

POLICE DEPARTMENT

Annual Report for the Year Ending December 31, 2017

To the citizens of Carlisle, I am honored to present this report detailing the work accomplishments and achievements of the Carlisle Police Department for the year 2017. The Police Department utilizes traditional enforcement methods, Community Policing concepts, and Problem Solving strategies to combat crime in Carlisle. The Police Department employs ten (10) full time sworn officers and ten (10) part time sworn officers to deliver an exceptional level of law enforcement services to our community. From January to December 2017, the Police Department handled 13,233 calls for service, a decrease of 798 calls when compared to 2016.

Our mission remains: “To provide professional police service in partnership with the community through mutual respect and cooperation.” Our department takes a proactive approach to solving crimes as well as deterring them before they happen.

Several important initiatives were started or continued in 2017. Voters approved an appropriation of up to 2.9 million dollars to replace the failing radio infrastructure for the police, fire, DPW, and school radio systems. Work is slated to be completed in 2018. The Carlisle Facilities Committee also began significant work to prioritize repairs at the police departments building. The repairs were prioritized after reports were received by the committee from an architectural firm hired by the town to examine the state of town owned buildings. Work on the police department is slated to begin in early 2018.

We appreciate the support of our community partners including: the citizens of Carlisle, town departments, The Central Middlesex Police Partnership (CMPP), Communities for Restorative Justice (C4RJ), Domestic Violence Victim Assistance Program (DVAP), and the Northeast Massachusetts Law Enforcement Council (NEMLEC).

Our safety seat installers continued to provide his expertise and training for any resident interested in the proper installation of a child seats. Over the past year, they installed over 14 child seats. We also assisted other towns with this program.

Department members received important annual use-of-force and firearms training. Our sworn members attended a 4 day annual in-service training at the Lowell Police Academy. Some of the specialty training received by members included: Firearms Instructor, Emergency Driving (EVOC), NEMLEC SWAT & RRT training, International

Association of Chiefs of Police conference, Sexual Harassment, Cultural Competence, DNA Collection, Marijuana Law update, and ALERT Active Shooter School training.

There are sixty-one cities and towns that make up the Northeast Massachusetts Law Enforcement Council (NEMLEC). Carlisle has been a member of the organization since 2003. Regional law enforcement councils provide an effective resource for towns and cities of all sizes. NEMLEC provides assistance to member communities with Special Weapons & Tactics (SWAT), Regional Response Team (RRT), School Threat Assessment Response System (STARS) and cybercrime investigation. Sergeant Stephen Mack is currently assigned to the Rapid Response Team (RRT) and Chief Fisher is currently assigned as the Assistant Control Chief for SWAT & RRT. Chief Fisher also serves on the Executive Board of NEMLEC as the Immediate Past President.

Traffic safety concerns, specifically speeding motor vehicles and crosswalk violations were the topic of several public discussions. A forum in the school auditorium and 2 sessions during selectmen's meetings brought concerned citizens together with elected officials and members of the Traffic Safety Committee. The police department conducted 55 Directed Patrols at locations brought forward by citizens during the discussions. Overall though, department members stopped fewer cars in 2017 than we did in 2016. Our officers issued fewer warnings and citations in 2017. We had 2 residential breaking and entering reports, 1 more than last year.

The accomplishments set forth in this report could not have been met without the extraordinary contributions of the police officers and civilian dispatchers at the Carlisle Police Department. I am very proud of the dedicated and compassionate work they perform each day.

We look forward to providing Carlisle residents and guests the highest level of professional law enforcement services. We will strive for crime reduction through proven techniques and approaches. Solving quality of life issues and working closely with the public is our goal. We sincerely appreciate the support we receive from our community. It is this cooperative effort that makes our community a special place to live and work.

POLICE DEPARTMENT

EMERGENCY TELEPHONE: 9-1-1

BUSINESS TELEPHONE: 369-1155

FULL-TIME OFFICERS

John C. Fisher		Chief of Police
Leo T. Crowe		Lieutenant
Scott Barnes		Sergeant
Stephen M. Mack		Sergeant
Andrew Booth		Sergeant
Richard Tornquist		Patrol Officer
Paul Smith		Patrol Officer
Christopher Arguoyan	Patrol Officer	
Andrew Corwin	Patrol Officer	
Debra Saponaro		Patrol Officer

SPECIAL OFFICERS

Steven F. Otto
Mark A. Schofield
Royce Taylor IV
Thomas Whelan
William Burgess
Christian Seminatore
Ashley Buckland
Richard Hodgson
James Mastrogiovanni

CONSTABLES

John C. Fisher
Scott Barnes
Leo Crowe

STATISTICS

		<u>2016</u>	<u>2017</u>
Accidents		60	56
Alarms		257	372
Animal Complaints		201	204
Assault and Battery		0	0
Sexual Assaults		0	0
Breaking and Entering			
	Residence	1	2
	Vehicle	1	2
Court Activity:			
Arrests		36	33
Citations		51	61
Warnings		1042	995
Restraining Orders		5	3
	Disturbances Calls	32	27
Domestic Disputes		11	12
Property Checks			
	House checks	1592	1460
	Business/town buildings	8219	7691
Larcenies			
	General	10	9
	Motor Vehicle	0	0
Liquor Violations		0	0
Drug Violations		4	0
Log Entries		14031	13233
Missing Persons		3	6
Malicious Destruction		14	1
Motor Vehicle Stops		1074	1055
Psychiatric Concerns		5	3
Suspicious Activity		445	445
Obscene/Harassing Phone Calls		88	40
Traffic Complaints		92	8

FIRE DEPARTMENT

Personnel

The department saw many personnel changes over the past year. Our roster at the end of the year totaled 34 members. We continue to seek residents who have an interest in serving the community as a call firefighter or EMT. William Ho resigned in March after 12 years of dedicated service. We wish Bill our best and thank him for his many years of service. Ryan Hoffmann left us in May for a firefighting career opportunity in California. Charles LaCroix resigned in June after serving only two years. We welcomed Mark Gibson, Jason James, David Thomas, and Douglas Torgersen in October. Lastly Steven Greenfield was appointed in December to the position of auxiliary firefighter. Both Steven and Doug are enrolled in an emergency medical technician course.

Our recruiting efforts continued throughout the year which included articles on fire department news in the Carlisle Mosquito, outreach to community groups, Old Home Day participation, the CFRA Chicken BBQ, Wash-A-Fire Truck at the station and recruiting visits at the transfer station. We also have utilized the sign board in front of the station from time to time.

Below minimum staffing continues to be a problem. We are at an all-time high of being short staffed a regular firefighter 37% of the time. We currently have nine regular firefighters on the roster. Our main focus is training auxiliary firefighters to the level of regular firefighter with the goal of training three new regular firefighters over the next year. Mutual aid is called as a back-up if there is not sufficient staffing to cover a call.

We are approaching a major change in leadership in 2018 with the retirement of Deputy Chief White and then in 2019 the Chief. Work began on a transition plan. Working with selectmen liaisons a plan was made involving organizational changes and the transferring the knowledge of the senior officers to junior officers. The changes made since Captain Supple's injury and leave include the promotion of Lieutenant Svatek to Acting Captain and Acting Lieutenant Sorrows promotion to full lieutenant. As part of this plan an interim deputy chief was selected. Burt Rubenstein who currently serves as the EMS coordinator will assume the role of deputy chief upon the retirement of Deputy Chief White in May 2018.

Finally I would like to recognize the following individuals for their significant commitment and dedication to the department for more than 20 years:

Deputy Chief Jonathan C. White	50 years service
Lieutenant Robert Koning, Jr.	36 years service
Firefighter Douglas Stevenson	36 years service
Firefighter David Moseley	29 years service
Firefighter Burt Rubenstein	26 years service
Firefighter George Middleton	26 years service
Captain JJ Supple	23 years service

EMT Frank Sargent
Firefighter John Bakewell

20 years service
20 years service

Apparatus

The department took delivery of the new tanker, Engine 5, in January. Training was conducted and the new Engine 5 was put into service in early February. The old tanker, now Engine 7, is currently being kept outside next to the station. This tanker is not in service during the winter months. It will be an asset during the warm seasons and during a drought period like this past summer. The old tanker, when in service, will also provide an additional 3500 gallons of water in the case of a serious fire in Town. I want to remind residents that there are many areas of Carlisle where we do not have adequate water sources within a reasonable distance.

Our ambulance, now ten years old and is scheduled to be replaced in 2019. The 2005 Ford Explorer which is used as a back-up response vehicle for EMS calls is on the long term capital plan to be replaced in fiscal year 2019 also.

Our rescue boat does not meet modern day safety standards and requirements for ice and water rescue operations. For water rescue calls in Carlisle it is critically important that the firefighters have the appropriate safety equipment to affect a water rescue should that type of emergency occur. We have requested a new rescue boat as we are currently using a 1951 craft with an outboard motor. The department has at least one water rescue call each year. We cannot rescue a human or dog over the sides without flipping the boat, motor and rescue personnel over. Obviously this is a serious safety issue. Providing our personnel with the proper safety equipment to do the job they are responsible to do is a priority. In addition Carlisle must be able to provide mutual aid to our neighboring communities for water rescue as we call then for assistance also.

Code Compliance - Fire Prevention

The Code Compliance Inspector (CCI) is responsible to insure conformance with the Massachusetts Fire Prevention Regulations. Once again the code compliance activities were very high in 2017 with inspections and the review of plans. These activities include the schools, public facilities, and new housing. In addition to public facility inspections, other areas requiring inspections include: oil burners, oil tanks, LP tanks, smoke and carbon monoxide detectors on real estate sales and transfers, new fire alarm systems, sprinkler systems, blasting, and fuel oil tank removals. Information and applications that may be filed on-line are available on the fire department web page on the Town's web site www.Carlislema.gov The Code Compliance Inspector may be reached at 978-287-0072, Ext. 339 or by e-mail FPO@carlislefdma.org

We ask that all residents ensure that their street number is posted in contrasting numbers at least 4 inches in height and visible at the street. This will assist responders locating your home in case of emergency. Residents are also reminded to test their smoke detectors regularly to make sure they are working.

Projects

A few developments came before the department for review this year. Lion's Gate on West Street, The Birches on Long Ridge Road, Garrison Place housing complex on Russell Street, Arrowhead Lane, and a common driveway at 48 Bingham Road. We attended site visits with the developers and contractors as necessary to coordinate the public safety requirements for the projects which included fire protection requirements, fire apparatus access and turnarounds. With regard to the Lion's gate project on West Street the Planning Board did not approve the fire chief's recommendation of a 30,000 gallons cistern nor the placement we requested in the project. A 20,000 gallon cistern was installed.

The 2017 Annual Town meeting approved 2.8 million dollars for engineering and construction a comprehensive public safety communications system (two way radio). The project includes new antenna facilities and replacement of all two way radio equipment for the police, fire, and DPW. In addition all fire department pagers will be replaced and will have a new frequency. A request for bids went out in the fall. Green Mountain Towers and Motorola were selected for the tower and radio equipment. At the close of the year planning and design is moving forward to a public hearing for site plan reviews in early 2018.

Facilities

We continued to work with the Municipal Facilities Committee to develop a plan to carry out necessary maintenance and repairs at the fire station. The committee also has been working on supporting the temporary and long term space needs as the fire station facilities are inadequate for the current staff and program. Two major challenges are the lack of female facilities and handicap accessibility. Another project that has come to the forefront is the upgrade of the fire station fuel facilities. Compliance deadlines are approaching. We have retained an engineer who is working with us to make an assessment and develop a plan. It is our goal to have a plan with the associated costs of the work required completed by the spring of 2018. Changes in Dept. of Environmental Protection regulations require major upgrades in 2019 to remain in compliance. All lamps at the station have been converted to LED technology. In addition air de-stratification fans were installed in the apparatus bay making heating of that space more efficient.

Emergency Management

The Local Emergency Planning Committee (LEPC) is headed by Chief Flannery as Director meets as required to assess potential emergency situations, make plans, and direct the Town's emergency responses.

Residents are informed by telephone, e-mail, and/or text when there is a situation or emergency. The Blackboard Connect Emergency Notification System was used to send out one emergency message on October 31st for an after storm update. It was also used on February 12th and again on March 13th to notify Town employees of the closure of Town Hall due to inclement weather. If you are not receiving these messages, you can

sign up by going to the Town's web site and clicking on the Blackboard Connect link. If you have any difficulties you may call my office at 978-369-2888. I would be happy to assist you. If you are receiving these messages and wish to opt out, you may call my office or send an e-mail to me at chief@carlislefdma.org Blackboard connect is offered to residents for local emergency notifications. Please be aware that there other sources available to obtain imminent severe weather emergency notifications such as tornado warnings, but remember it is important to have the local source as well. The Massachusetts Alerts app is recommended and is currently available for iOS (Apple) and Android platforms. Download it today by searching for "Massachusetts Alerts" on the App Store or Android Market.

Calls & Statistics

We ended the calendar year 2017 with a total of 469 calls. The department responded to 205 fire calls and 264 ambulance calls. The data shows a 10% increase in the number of ambulance calls compared with last year. Ambulance calls now account for 56% of the total calls received. Once again the data suggests that our increasing senior population accounts for this increase. Of all of the patients transported in 2017, 50% were seniors. This number was 38% ten years ago. An important note is that 20% of the calls for seniors involved a fall.

The largest percentage of fire calls to which our department responds to are preventable false fire alarms in homes. Homeowners are reminded to be careful when cooking and to notify your alarm monitoring company before testing your system to prevent a false alarm and fire department response. It is also important to have contractors cover smoke detectors before works begins to prevent dust contamination and false alarms.

In 2017 we had two building fires with property loss and only one with minor damage. We train all year long for these challenges with the goal of minimizing property loss by employing superior firefighting skills.

Emergency Medical Services

Carlisle continues to be part of the Central Middlesex Emergency Rescue Authority's (CMERA) Advanced Life Support (ALS) System and our ALS service is provided by Pro EMS in connection with CEMERA now in its eighth year. Several area communities have switched to providing their own paramedic services (ALS). Two additional communities indicated this year their intention to leave the consortium. The system is struggling to continue to be viable. EMT's continued to receive training and updates on new statewide protocols for emergency care.

Calls to provide emergency medical services and assistance to our senior population have increased. Once again our EMS Coordinator, Burt Rubenstein, does an outstanding job keeping the EMT's and department current with the many changing facets of EMS.

Once again this year we combined our open house with the popular "Wash-A-Fire Truck" event sponsored by the Parents Connection. Many residents attended and took the opportunity to see the apparatus and equipment, speak with the firefighters and

EMT's, and listen to a brief fire safety talk by the Fire Chief. Refreshments were served and literature on various fire safety related topics were available. In addition, the department used this as an opportunity for individuals interested in becoming involved with the department to learn more.

Residents are also reminded to make plans for emergencies and disasters before they happen. Information on emergency preparedness is available on the Fire Department page of the Town's web site at www.carlislema.gov or the State's page at ready.gov. You may also contact the Fire Department, Council on Aging, or Board of Health Office for additional information.

It has been both my honor and pleasure to work with our dedicated group willing to be available to respond to the fire and the emergency medical needs of our community. Carlisle residents benefit in so many ways. I am grateful for each and every one of our Firefighters and EMT's as well as the support and contributions of the Deputy, Officers, EMS Coordinator, Code Compliance Officer, and our Administrative Assistant.

David R. Flannery
Chief of the Fire Department
2017

FIRE DEPARTMENT
EMERGENCY TELEPHONE: 911

Dispatch: 978-369-1442 (Business-non Emergency) ~ Permits & Inspections: 978-287-0072

OFFICERS

Chief - David R. Flannery, EMT
Deputy Chief - Jonathan C. White, EMT
Captain - J.J. Supple
Lieutenant - Robert J. Koning, Jr.
Lieutenant Matthew Svatek, EMT
Acting Lieutenant- Bryan B. Sorrows, EMT

REGULAR FIREFIGHTERS

John J. Bakewell, EMT
John C. Bernardin
Thomas J. Bishop, EMT
Lloyd A. Burke
George D.P. Middleton, EMT
David P. Moseley
David A. Newman, EMT
Burt L. Rubenstein, EMT / EMS Coordinator
Douglas A.G. Stevenson

AUXILIARY FIREFIGHTERS

David W. Canavan, EMT
Kenneth J. Cole, EMT
Charles W. Farrow
Justin Fishlin
Mark Gibson (*Appointed 10/25/17*)
Steven Greenfield (*Appointed 12/13/17*)
Anthony Geanisis, EMT/Code Compliance Inspector
Eric G. Hedblom, EMT
Matthew S. Herweck
William J. Ho, EMT (*Resigned 03/25/17*)
Ryan J. Hoffmann (*Resigned 05/21/17*)
Jason James (*Appointed 10/25/17*)
Charles LaCroix, EMT (*Resigned 06/08/17*)
Peter W. Nash, EMT
Matthew C. Paze
John D. Richardson, EMT (*Leave of Absence 11/27/17*)
Ryan J. Strazzere
David Thomas (*Appointed 10/25/17*)
Douglas Torgersen (*Appointed 10/25/17*)

EMERGENCY MEDICAL TECHNICIAN

Frank W. Sargent, EMT

ADMINISTRATIVE ASSISTANT

Kim Donovan

FIRE DEPARTMENT

2017 Cumulative Call Totals

<u>TYPE OF CALL</u>	<u>YTD TOTAL</u>	<u>% OF GT</u>
APPLIANCE FIRE	2	.43%
ASSIST AT MEDICAL EMERGENCY	4	.85%
ASSIST POLICE DEPT.	1	.21%
BRUSH / GRASS FIRE	3	.64%
CARBON MONOXIDE ALARM	19	4.05%
CHIMNEY/WOODSTOVE FIRE	1	.21%
ELECTRICAL FIRE / INSIDE	0	0%
FUEL SPILL / LEAK	0	0%
GAS LEAK	8	1.71%
HEATING / OIL BURNER PROBLEM	3	.64%
INVESTIGATION	40	8.53%
MOTOR VEHICLE ACCIDENT	16	3.41%
MOTOR VEHICLE FIRE	0	0%
MUTUAL AID TO OTHERS	9	1.92%
MUTUAL AID TO CARLISLE	2	.43%
RESCUE, WATER, ICE, ETC.	1	.21%
RESIDENTIAL ALARMS	68	14.5%
SMALL OUTSIDE FIRE	1	.21%
SPECIAL SERVICE	5	1.07%
STRUCTURE FIRE	2	.430%
WATER PROBLEM	3	.64%
<u>WIRE PROBLEM</u>	<u>17</u>	<u>3.62%</u>
FIRE CALLS SUBTOTAL	205	43.71%
AMBULANCE CALLS SUBTOTAL	264	56.29%
GRAND TOTAL	469	100%

DEPARTMENT OF PUBLIC WORKS

The Department continued to perform its regular responsibilities which include tree maintenance, care of the cemetery public grounds and the Transfer Station.

There were 26 interments during the year 2017.

Submitted by,

Gary R. Davis, DPW Superintendent

ENVIRONMENT
&
RECREATION

AGRICULTURAL COMMISSION

Jan 2017: Mailed out agricultural census along with the town census. Ag Com received 159 responses. We are working on a short report to summarize the findings.

March 18, 2017: Participated in a Seed Swap & Potluck at the First Religious Society, co-sponsored by the Garden Club, FRS, and the Sweet Autumn Farm Educational Foundation.

March 2017: Researched nearby towns' Right-to-Farm Laws.

June 13, 2017: Presented information and participated in Q&A at the Conservation Coffee.

June 17, 2017: Sponsored the first "Taste of Carlisle" community potluck event at Clark Farm, featuring dishes made with locally grown produce.

Sep 2017: Voted to support the town's and the Carlisle Conservation Foundation's purchase of the Woodward and Woodward-Doutriaux land parcels.

Sep 2017: Was consulted by one farmer seeking clarification on animal inspections.

Dec 2017: Started to finalize the tallying of results from the agricultural census.

Desiree Ball

Kyle Bonenfant

John Lee

Andrew Rogers

Peter Mastromarino

Steve Huberman

Steve Carlin

David Ely, Chair

COMMUNITY PRESERVATION COMMITTEE

At the 2001 Town Meeting, Carlisle voted to adopt the Community Preservation ACT (CPA) with a 2% surcharge and a \$100,000 exemption. Property owned and occupied by individuals who qualify for low income and low- or moderate-income senior housing are also exempt. The Community Preservation Committee (CPC) accepts applications every January and evaluates these applications for recommendation at Annual Town Meeting. Funds are appropriated for projects upon approval by a majority vote at Town Meeting.

Estimated CPA Revenues in fiscal year 2018 were approved at the 2017 included \$410,000 from residents and a State match of \$75,316 (approximately 17%) for a total of \$485,316. Each year, the Town must spend, or set aside for later spending, 10% of the annual revenue to a fund designated for open space protection (including expanded use for outdoor recreation since 2012), 10% to a fund designated for historic preservation, 10% to a fund designated for affordable housing, and the remaining 70% to an Undesignated Fund that can be used for any of the allowed purposes under the CPA. In 2017, these allocations approved at Town Meeting were \$54,500 to each of the three designated funds and approximately \$316,500 to the Budget Reserve account for later transfer to the Undesignated Fund.

In 2017 the CPC recommended and Town Meeting approved a total of five actions and appropriations:

Open Space and Recreation:

\$50,000 to the Carlisle Recreation Commission for the rehabilitation of the little league baseball field at Banta-Davis

Historic Preservation:

\$15,000 to the Office of the Town Clerk for the restoration and preservation of Town of Carlisle records and documents deemed historically significant by the Carlisle Historical Commission.

\$10,000 for lighting improvements to Heald House for collections stored and displayed at the Carlisle Historical Society's Heald House Museum

\$18,000 to the Office of the Town Clerk to procure and implement an archival records management system for Town of Carlisle historical records and documents.

\$5,000 to the Trustees of the Gleason Public Library for the preservation of the Carlisle Mosquito Collection (1988- to date)

In October of 2017 a special Town Meeting was called specifically seeking funds the acquisition of land.

\$500,000 (\$376,500 from the budget reserve and \$123,500 from the Undesignated Fund) combined with a \$250,000 contribution from the Carlisle Conservation Foundation for funding for the purchase for conservation of two lots at 767 Bedford Road. This project purchased the permanent protection of approximately 6 acres subdivided from a 14.2-acre

parcel (10-3-B), comprising the majority of a farm field plus woodlands and wildlife habitat, preserving agricultural fields and allowing the restoration of a vista along one of the heavily traveled secondary roads in Carlisle.

Administrative:

The Community Preservation Act Committee budgeted \$5000 for annual operating expenses and spent only \$1800 of that on membership dues for the Community Preservation Coalition. The funds remaining will be transferred to the Undesignated Fund.

The CPC reviewed, solicited public input and updated the 2016 Town of Carlisle Community Preservation Plan. This Plan describes the process for administering the CPA in Carlisle, the criteria the CPC references when considering applications, and an accounting of CPA revenues and expenditures to date, including funds currently available for allocation and appropriation. The Plan is an informational document for the citizens of the Town, a guideline and instructional document for applicants seeking project funding through the CPA, and a guidance document for this and future CPA Committees in making recommendations to Town Meeting for project funding. This document will be reviewed annually and modified by future Community Preservation Committees in response to changing community goals and experience with the CPA over time.

Committee members:

Luke Ascolillo – Board of Selectmen (Vice-Chair)
Annette Lee – Historical Commission
Steve Perlman – Housing Authority
Ed Rolfe – Planning Board (Chair)
Samantha Rottenberg – Community Representative
Mark Spears – Recreation Commission
Angie Verge – Conservation Commission

CONSERVATION COMMISSION

The Carlisle Conservation Commission was established in 1965 and is a seven-member Carlisle town board appointed by the Board of Selectmen for three-year terms. The Commission welcomed Helen Young to fill the vacancy created by Luke Ascolillo's December, 2016 departure to concentrate on his position on the Board of Selectmen. The Commission continues to provide the town with experience in engineering, farming, environmental law and education, wildlife biology, wetland science and habitat protection.

The Commission regularly meets in the Carlisle Town Hall at 7:30 pm, year-round, usually on the second and fourth Thursdays of each month. Agendas, meeting dates, deadlines and other information about the Conservation Commission are posted under Boards and Committees on the Town of Carlisle website: www.carlislema.gov.

In addition to its responsibility for management of over 1,102 acres of town-owned conservation land, the Commission's major time commitment involves the administration of the Massachusetts Wetlands Protection Act (MGL Ch. 131 s 40), the Carlisle Wetlands Protection Bylaw, and their respective regulations and policies. Property owners or applicants proposing projects which will alter the area within the 100-foot Buffer Zone of a Bordering Vegetated Wetland or other wetland resource areas or within 200-feet of a perennial stream, must submit an application for a permit to the Commission for review under the WPA and the Wetlands Bylaw prior to the start of work. Although sometimes not fully understood by owners, alteration of these areas includes tree and shrub removal. Because water moves beyond property lines, this law, bylaw and the regulations were promulgated to provide a process to ensure protection of these sensitive public wetland resources from damage during and after work. It allows abutters and other citizens the chance to participate in the process in order to assess any potential negative impacts to their property that may concern them. Failure to apply to the Commission for a permit can lead to enforcement action, a potentially time-consuming activity for both the property owner and the Commission. Projects brought before the Conservation Commission and approved receive three-year permit.

The Commission scheduled meetings nineteen times during 2017 for the purpose of permitting projects in wetland jurisdictional areas, for managing Conservation lands and for supporting other town initiatives. The Commission continues to receive and review filings for projects with increasing regulatory complexity, close to or within protected wetland resource areas and also close to its Conservation Lands. Projects with wetlands and flood zone impacts, with State or Federally listed rare species, for high density development, and those which involve other permitting boards can require multiple continuances and site visits, staff coordination and peer reviews to adequately address and provide adequate protection for all of the relevant conservation, habitat and wetlands concerns they present. Often these require drafting complex Orders of Conditions (permits) in order to adequately provide the necessary protection of the resource areas.

In 2016, to help ease the burden on property owners who may feel they only need to remove two trees in a wetland jurisdictional area, the Commission instituted an Administrative approval procedure. In 2017 five residents took advantage of this streamlined procedure.

The Commission receives fees from applicants for wetland filings submitted under the Carlisle Wetlands Protection Bylaw. These fees help offset the expenses to the town for implementing applicant's wetlands protection bylaw filings. In 2017, \$13,943.50 in bylaw fees was turned over to the General Fund.

In 2017, the Commission had the following permitting activity:

ACTIVITY	2015	2016	2017
Applications			
Notice of Intent/Order of Conditions	13	23	25
Amendments to Orders of Conditions	6	4	1
Request for Determination (RDA/DOA)	13	4	6
Resource Area Delineation (ANRAD)	4	2	1
Order of Resource Area Delineation (ORAD)	3	2	1
Certificates of Compliance	24	16	21
Extensions to Orders of Conditions	5	2	3
Enforcement Orders	6	10	5
Emergency Certificates	9	5	2
Conservation Restriction Violation	1	1	0
Project Denials/Appeals	0	0	1
Conservation Land Use Permits	13	17	17
Camping Permits	2	0	1

Often, the Conservation Commission receives all the information that it needs in order to review a project and provide it with the Orders of Conditions that it feels the project needs to protect the wetland resource areas. In such cases the permitting process proceeds rapidly. Some projects however are more complicated, involve other permitting boards and require additional information, such as when the project proposes direct alteration of the resource area. In those cases, the permitting process becomes extended with multiple continued hearings. This past year was an exceptional year in that although the Commission met nineteen times, there were nearly sixty continued hearings during 2017.

A highlight of the year was the addition of two lots totaling more than 6 acres of developable land previously owned by the long-time Carlisle Woodward family on the corner of Bedford Road and Maple Street. The land was purchased with a combination of Community Preservation Funds and funds generously contributed by the Carlisle Conservation Foundation. In addition some acquisition activities were funded through the Conservation Fund as approved by the Conservation Commission. The Commission

anticipates continuing management of the land consistent with its history of agricultural use, currently grazing.

Land Management:

Land Use Permits: As noted in the chart above, the Commission issued seventeen Conservation Land Use Permits for group, day-long or evening activities including public nature walks, Scout rocket launching, sled dog training, bird watching, pony club activities, a winter moonlight trip sponsored by the Carlisle Trails Committee, an Easter Sunrise Service, a camp permit and for metal detection for historic artifacts.

Cranberry Bog Conservation Land: This property, owned by Carlisle since 1986, was again the focus of Conservation land management during 2017. The Commission's twenty-year agricultural lease agreement with Carlisle Cranberries, Inc. expired on June 30, 2015 and in 2017 although there were cranberries, there was no commercial harvest. The Cranberry Alternatives Committee (CBAC) spent nearly a year reviewing alternatives for the future of the Cranberry Bog Conservation Land agricultural area and in April 2017 submitted to the Conservation Commission its published report. The purpose of the report, "Alternatives for the Future of Carlisle's Cranberry Bog", which is available on the town website and in the Conservation Commission office, was to provide the Conservation Commission with several alternatives to assist them in their decision for further investigation for the forty acre of bogs. After reviewing the report in June the Commission determined that they supported investigating other forms of agriculture for the bog. The Cranberry Bog Alternatives Committee's 2017 Annual Report, found elsewhere in this 2017, Town Report discusses their work following the June, 2017 Conservation Commission decision. While the Commission and CBAC continue their investigation, the 2017 Town Meeting authorized funds for the long time farmer, Mark Duffy, to continue the maintenance of the bog area as he has done for more than twenty-five years..

In 2017 representatives from both the Carlisle and Chelmsford Conservation Commissions met twice to discuss management concerns of our abutting Cranberry Bog conservation properties. We share wetlands, ponds and waterways, and coordination between the two towns is important as they do have different management objectives. Although wildlife habitat is an important focus to both towns, Carlisle's land has also been managed historically as an active agricultural property. Concern about the Chelmsford Water District's interest in developing public water supply wells on their land abutting Chelmsford Cranberry Bog Reservation continues. Development of such a well field could threaten water availability for future agricultural operations, for which the Town has water rights, as well as threatening wetland wildlife including a resident rare species. Both towns find that their properties are increasingly being used by dog owners and by commercial dog-walkers. Signs posted encouraging proper dog etiquette and the use of dog waste dispensers made a remarkable improvement to trail conditions.

Foss Farm Conservation Land: The Conservation Commission continued to provide community gardening at Foss Farm on plots turned over in the spring by farmer Mark

Duffy. Volunteer Garden Manager, Jack O'Connor, continued to manage the maintenance of a dozen hand pump water supply wells, assign plots to new and long-time gardeners and with help from other gardeners, stake out plots in the spring. The community gardens are a completely volunteer driven activity and have provided both a community and educational experience to Carlisle and area towns' residents for over thirty years. In 2017 with applications for gardens in decline, a row of gardens that was opened up a few years ago was allowed to go fallow. As for the agricultural area under an agricultural agreement and historically either in corn or hay, this year sorghum was grown for the first time becoming an unusual sight for visitors.

Foss Farm Conservation Land is one of the most frequently visited town conservation properties by individuals and by groups. The winter of 2017 saw continued use for training three sled dog teams during cold weather, an activity begun on the property at least thirty years before the Town acquired the property in 1971. During gardening season, gardeners working on their plots regularly see the area youth and adults using the riding rings for horse jumping and dressage training. The local pony club also helps with Foss Farm maintenance by mowing the non-agricultural field area near the rings. Foss Farm was again the site of the annual spring Woodcock Walk led by Commission member Tom Brownrigg and his wife D'Ann to watch, hear and see the aerial acrobatics of the Woodcock's courtship display. Public nature walks were held during the year as well, organized by the land trust, Carlisle Conservation Foundation. In November, once the corn and sorghum were harvested, the Carlisle Cub Scouts held their annual all-day rocket launch event. Again, the parking lot was occasionally used for parking for off-site private filming projects; much appreciated donations were made to the Conservation Gift Fund.

Towle Land: The Conservation Commission continued its initiative to address invasive exotic plants and noxious poison ivy on the Towle Conservation Land. The Commission has an Order of Conditions for use of herbicide within the 100-foot Buffer Zone. In 2016 a successful application was made for Community Preservation Act funds for treatment of invasive plants and poison ivy on the Towle field. Commission member Tom Brownrigg, who has been diligent over many years to research procedures for successfully restoring the open field on Towle, spearheaded this effort and continues to monitor the progress. For 40 years, former Conservation Commission member and birder Ken Harte has organized an annual May birding opportunity near Mother's Day on the Towle Conservation land, an event that is always well attended.

Greenough Conservation Land: With 255 acres the Greenough Conservation Land is the Commission's largest conservation property and provides a long and vital corridor of protected land along the eastern side of Carlisle abutting the Concord River. Two manmade structures, a once-spectacular barn and a 350-foot long dam constructed around 1930 within Pages Brook to create the 20-acre Greenough Pond, continue to confound the town and the Commission. Future removal of the badly deteriorating barn is certain. The Greenough dam's spillways need repair and necessary permits from local, state and federal agencies have been secured. Funding for the project now needs to be secured.

Benfield Conservation Land: As of 2017, anyone visiting the Benfield Conservation Land to walk this beautiful open field and vista or to spend some time at the wildlife viewing platform extending into the wetlands and close to Spencer Brook will find it difficult to believe the extent of the construction that has recently occurred there. In the spring of 2015 the field area was just beginning to be revegetated from the work to install a public water supply well, septic field and connecting conduit infrastructure for the Benfield Farms housing located on South Street. Finally the land appears to have healed. The Conservation Commission mowed the field twice during the growing season and the Neighborhood of Affordable Housing (NOAH) agreed to mow the grasses on the septic field additional times to control woody plants from becoming established, threatening the septic infiltration field. Due to the public water supply well established invasive plants and poison ivy will be difficult to control due to restrictions on treatment methods.

Agriculture: Many conservation properties currently and historically have active agriculture occurring on them, including Foss Farm, Fox Hill (both on Bedford Road), Robbins Field and Hutchins Field (both on Curve Street), Bisbee on Concord Street, Fisk Meadow on Lowell Street and Greenough on Maple Street. In February the Commission conducted its annual interview with farmers who hold License agreements for farming on Conservation lands. The Commission is grateful for our Conservation land farmers' efforts to maintain the lands' agricultural value. Farmers John Bakewell and Kevin Brown, Mark Duffy and Dick Shohet, all helped provide the Town's long-standing goal to maintain its rural character by supporting, encouraging and promoting agriculture in Carlisle.

Consistent with that goal, the Commission signed the municipal Certification for a new state-approved Conservation Restriction on the 10.5 acres of the southern fields of the historic Sorli farm located on Westford Street as well as a further 9.5 acres of open space land. This land will remain open and in agriculture in perpetuity with both the Carlisle Conservation Foundation and the Carlisle Conservation Commission co-grantees.

Conservation Office: The conservation staff, Sylvia Willard, Administrator and Mary Hopkins, Administrative Assistant continued to provide support to the members of the Commission as well as to the public as they have both done for many years. The office acts as an important communication link between the Commission and the public, project

CONSERVATION RESTRICTION ADVISORY COMMITTEE

The Conservation Restriction Advisory Committee (CRAC) advises the Town, in particular the Board of Selectmen and the Conservation Commission (ConsCom), on new Conservation Restrictions (CRs); it monitors existing CRs held by the Town; and it strives to educate landowners and the general public how CRs can protect open space, scenic vistas, wildlife, and in some locations public walking trails, while often providing tax benefits.

Following the recording of a CR held by the Carlisle Conservation Foundation (CCF) and ConsCom on the Sorli Farm South Fields, CRAC reviewed and completed editing of a Memorandum of Understanding between CCF and ConsCom on the administration of this CR.

Four CRs were inspected during the year:

CR11/26 (East Street) June 11

CR10 (Bellows Hill Road) June 19

CR25 (Rodgers Road) August 27

CR1/34 (East Street) October 1.

The CR25 inspection revealed that a section of the CR, with the trail connecting Rodgers Road to the Banta-Davis Land, had become wet and impassable. Thanks to the generosity of the landowner, an easement on adjacent dry land was offered and its drafting was begun.

Thanks to another landowner's public spirit, a conservation easement was initiated on a section of land under development adjacent to the Outer Loop Trail on the Towle Conservation Land in order to preserve vista.

Investigation was begun into access issues and inspection on open-space easements at Great Brook Estates. Finally, CRAC reviewed and unanimously approved the Town's exercise of an option to acquire Lots 1 and 2, 767 Bedford Road, for conservation purposes.

For the first time since 2011 CRAC had a full complement of seven members, who are Tom Brownrigg (Vice-Chair), Nancy Cowan, Wayne Davis (Secretary), Ken Harte (Chair), Marc Lamere (representing Trails Committee), Melinda Lindquist (representing ConsCom), and Jonathan Stevens (representing Planning Board). As in past years, Sylvia Willard, Conservation Administrator, provided CRAC with expert guidance on all conservation-related matters.

CARLISLE ENERGY TASK FORCE

On July 8, 2008 the Selectmen charged the Carlisle Energy Task Force (CETF):

To produce a thorough study of energy use and cost in all Town buildings, equipment and contractual services;

Working with Town departments, analyze and prepare a composite of potential areas of cost reduction affected by lower consumption, revise contractual relationships, alternative materials or alternative modes of energy production;

The analysis should include use of low carbon producing ('green') energy production wherever practical.

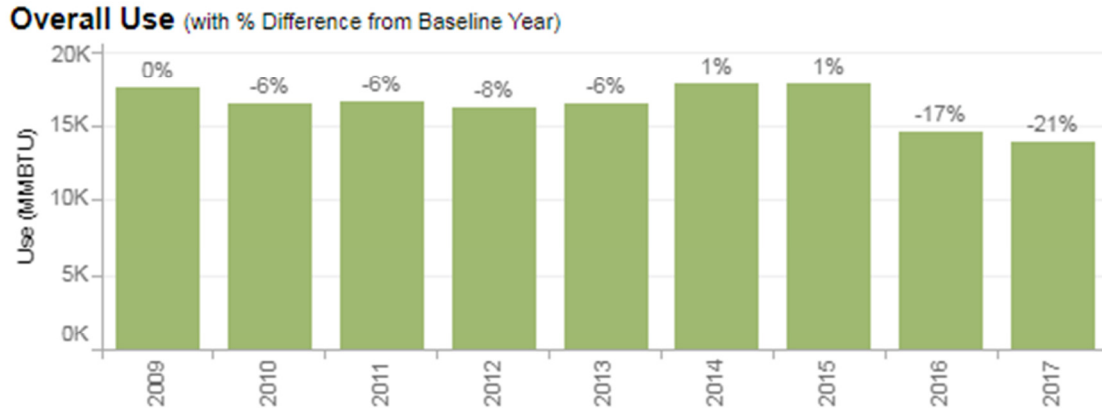
Coordination with the Carlisle Climate Action Committee and EPA (currently provides benchmarking software to municipalities seeking to save energy and reduce carbon output) is encouraged. To consider the possibility of an ongoing role for a standing Carlisle Energy Committee and make recommendations for the ongoing purpose, charter and make-up of such a Committee to support an ongoing role (if any).

Sponsored by CETF, Article 25 at Town Meeting on May 9, 2011 made permitting of a photovoltaic solar facility at the transfer station "by right," subject to site plan review but not requiring a special permit. Having already adopted the stretch building code at the bequest of the CETF the prior year, the CETF was able to apply to the Massachusetts Office of Energy and Environmental Affairs to become a Green Community, eligible for state energy efficiency grants. As a result, Carlisle became a Green Community on July 19th 2011. The designation carries a goal of reducing municipal energy use by 20% within five years. CETF chose 2009 as a baseline year.

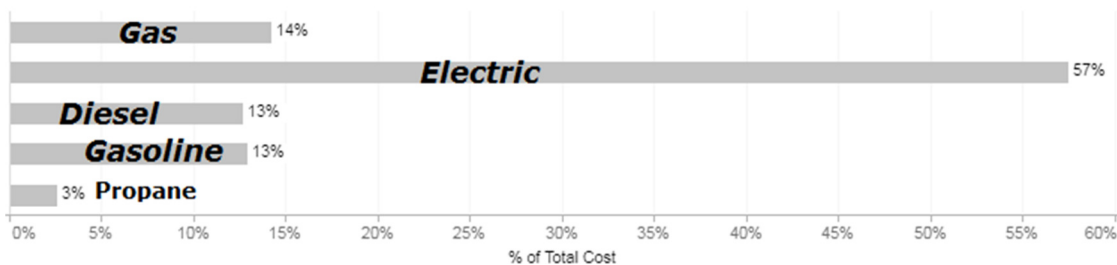
		Green Communities Grant	Utility Incentive	Total
2012	Town Hall Energy Management System, Corey Solar Array, Exterior LED Lighting	\$139,204	\$61,060	\$200,256
2013	Not always possible to wrap up prior year's projects for eligibility to apply for grants	\$0	\$7,275	\$7,275

2014	Energy conservation measures in three municipal buildings, Gleason Library, and Carlisle School	\$48,763	\$13,027	\$61,790
2015	Energy conservation measures: at Gleason Library, installation of heating system controls; at Town Hall, Carlisle School, and Gleason Library, retro-commissioning; and at Carlisle School, interior LED lighting retrofits and occupancy controls, refrigeration and kitchen hood controls, variable frequency drives on rooftop units and domestic hot water pumps; and an electricity to natural gas heating system conversion, instantaneous water heater, and interior LED lighting retrofit in the Brick Building.	\$116,059	\$5,066	\$121,125
2016	Energy conservation measures: town wide LED streetlight conversion; interior and/or exterior LED lighting upgrades in five facilities; a new heat pump at the WWTP; faucet aerators and low flow showerheads and/or programmable thermostats at three facilities; and new insulated bay doors at the DPW.	\$197,267	\$42,145	\$239,412
2017	Not always possible to wrap up prior year's projects for eligibility to apply for grants	\$0	\$3,265	\$3,265
	Total	\$131,838	\$501,293	\$633,131

With the help of the above Green Communities grants CETF was able to meet the 20% municipal reduction in 2017. This is the energy equivalent of 26,627 gallons of diesel fuel per year.



Electricity represents the bulk of Carlisle's energy expense. 2017 saw the replacement of all of Carlisle's street lights with LED fixtures. The Town of Carlisle was able to accomplish this conversion because it bought the fixtures from Eversource for one dollar. This reduced the street light electric bill by approximately \$1,000 per month. Carlisle is now responsible for the repair of the fixtures which have a 20 year expected lifetime. In 2017 the CETF has undertaken to explore options for generating electricity on municipal land to offset the cost of electricity purchased from Eversource.



Current members of the CETF are Deb Bentley, Bob Clarke, Dan Cook, William Risso (chair), Basu Sarkar, Claude von Roesgen, Helen Young, Robert Zogg.

CRANBERRY BOG ALTERNATIVES COMMITTEE

The Cranberry Bog Alternatives Committee (CBAC) was created as an advisory committee to the Conservation Commission in July 2016. This was in response to the Commission learning in late 2015 that growing cranberries on our bog was no longer profitable and that our cranberry farmer, Mark Duffy, would cease harvesting cranberries. The main objective of CBAC was thus to identify and evaluate various alternatives for the future of our 36-acres of cranberry bogs and to present recommendations to the Conservation Commission and the Town. CBAC was initially constituted as having five members, two Associate members and the Conservation Administrator. A sixth member was added in June 2017 to provide liaison with the Conservation Commission.

By the end on 2016, CBAC was well along in the preparation of a report that would present information on ten possible alternatives as well as significant background information on the bog and related topics. The final report, "Alternatives for the Future of Carlisle's Cranberry Bog," was made available to the Conservation Commission and the Town in April 2017. (An electronic version of the report is available via a link on the home page of the Town's web site.) In the report, each of the ten alternatives was described and given a score based on a tally from each CBAC member using a number of evaluation criteria. The top scoring alternative was Alternative 5: Conversion to Other Agricultural Use. The conversion would require the installation of new drainage and irrigation systems as well as other modifications to the bog. The intended agricultural use was anticipated to be the growing of hay to be used as forage for dairy cows. CBAC's second choice for the bog's future was restoration to a natural wetland habitat using either an engineered approach (Alternative 7) or passive approach (Alternative 8).

At a joint meeting of CBAC and the Conservation Commission in June 2017, the Commission gave tentative support to the Alternative 5 recommendation and requested that CBAC obtain additional technical, regulatory and cost information. CBAC's outreach for this information continued through November 2017 with numerous contacts with the Natural Resources Conservation Service (NRCS), with muck soil farmers and muck soil farming experts, with drain tile installers and irrigation system suppliers, with civil engineering companies and field work companies, as well as with other regulatory agencies including the Mass. Department of Environmental Protection and the US Army Corps of Engineers. A significant amount of information was obtained which supported a conclusion that Alternative 5 was a feasible one.

However, in late November the Town received a negative determination on Alternative 5 from the NRCS. As recommended by the local NRCS office, in August 2017 the Town submitted a Form AD-1026 to NRCS which resulted in an evaluation and classification of our bogs by them. The final determination by NRCS, dated November 20, 2017, declared our bogs to be wetlands - with a classification of "WX" – which means that our wetlands have been manipulated in the past but not so much as to make production of an annual crop possible. The NRCS letter warned that any further manipulation of our wetlands through draining, dredging, or leveling could be a violation of the US Food Security Act of 1985 resulting in a loss of US Department of Agriculture (USDA)

program benefits for both the farmer and the land owner. The loss of USDA benefits is not acceptable to any commercial farmer. The NRCS's classification and negative determination for Alternative 5 were reviewed and confirmed by Town Counsel.

At a December 2017 Conservation Commission meeting, with CBAC representatives present, Mark Duffy proposed that the Town consider a revised Alternative 5 which would not include any new drainage system or other modifications that would result in a violation of the US Food Security Act. He stated that an acceptable hay crop (as silage, not hay bales) could be grown on most of the bog area just with continued maintenance of the existing drainage ditches plus some adjustments to facilitate haying and irrigation. CBAC will evaluate this revised Alternative, as well as two new alternatives, and anticipates providing the Conservation Commission with revised recommendations for the future of our bogs in early 2018.

The CBAC is greatly appreciative of the significant contributions made to our efforts by Sylvia Willard, Mark Duffy and Mary Zoll.

CBAC members:

Luke Ascolillo
Ken Belitz
Deborah Geltner
Warren Lyman, Co-chair
Susan Provenzano, Co-chair
Vibhu Walia

Associate members:

John Ballantine
Steve Hinton

Conservation Administrator:

Sylvia Willard

HOUSEHOLD RECYCLING COMMITTEE

Solid Waste / Recycling

Carlisle generated a total of 2,726 tons of solid waste in 2017. There were 1,811 tons of trash taken to the NESWC incinerator for disposal and 915 tons were recycled. This was a recycling rate of 33.6%.

The following is the list of recycled materials for 2017 and the associated revenue/cost.

<u>Recycled Item</u>	<u>Tons</u>	<u>Revenue(\$/Ton)*</u>	<u>Total Revenue (\$)*</u>
Newspaper	39	+ 35.00	+ 1,374
Mixed Paper	185	+ 27.00	+ 5,001
Cardboard	176	+ 70.00	+12,352
Wood (Construction Debris)	217	- 80.00	- 17,367
Metal	97	+ 70.00	+ 6,763
Clear Glass	44	- 40.00	- 1,760
Colored Glass	75	- 40.00	- 3,000
Mixed Plastic	57	+17.00	+ 973
Aluminum and Tin Cans	9.6	0	0
Tires	7.3	- 200.00	- 1,462
Freon Units	6.9	0	0
TOTAL	915	----	(year-end) (+ 2,874)

* The amounts received and total revenues are the year-end figures.

Historical Summary (Tons)

<u>Recycled Item</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Newspaper	92	90	71	68	59	51	41	39
Mixed Paper	179	166	184	186	184	196	193	185
Cardboard	155	161	153	161	160	182	184	176
Wood	344	321	271	256	243	250	238	217
Metal	99	86	88	83	88	107	88	97
Clear Glass	44	46	48	45	45	48	47	44
Colored Glass	74	76	81	71	70	73	80	75
Milk Jugs	7.1	----	----	----	----	----	----	----
Mixed Plastic	28	55	66	48	56	58	60	57
Aluminum/Tin Cans	13	16	11	12	11	12	11	9.6
Tires	10	10	6.0	12	10	6.7	8.0	7.3
Freon Units	11	11	7.6	7.9	3.2	4.9	8.4	6.9
Recycle Total	1,055	1,037	985	948	929	989	960	915
Trash Total	1,890	1,874	1,818	1,809	1,855	1,826	1,784	1,811
Total Material	2,945	2,911	2,804	2,757	2,784	2,815	2,744	2,726
% Recycled	35.8%	35.6%	35.1%	34.4%	33.4%	35.1%	35.0%	33.6%

The NESWC tipping fees for trash disposal under the current contract are:

Contract Year	Tipping Fee (per Ton)
July 2014 - June 2015	\$74.00
July 2015 - June 2016	\$63.00
July 2016 - June 2017	\$64.58
July 2017 - June 2018	\$66.19
July 2018 - June 2019	\$67.84
July 2019 - June 2020	\$69.54

Other Activities

- This is again one of the few years where the revenue from the recycling was positive, as it was last year also.
- More Than Words Bookstore and Café continued their pick-up of the used books from the Swap Shed instead of disposing of them with the recycled paper. The books are sold at their Bookstore/Café in Waltham, MA. More Than Words is a nonprofit social enterprise that empowers urban youth by helping them run a business.
- The Recycling Committee began working closely with the Energy Task Force this year. The transportation and disposal of materials from the Transfer Station was the major item that the two groups were working on cooperatively.

Members:

Robert Peary, Chairman
 Daniel Scholten
 Robert Wallhagen
 Launa Zimmaro
 Gary Davis (DPW)

PLANNING BOARD

The Carlisle Planning Board is a seven-member elected board with up to two appointed Associate Members, supported by a Planning Administrator and an Administrative Assistant. Massachusetts state statutes and the Town's bylaws establish specific responsibilities and requirements for the Planning Board.

The Board reviews and approves the division of land under the Subdivision Control Law (MGL Ch. 41) and the Board's Subdivision Rules and Regulations. It also serves as the Special Permit Granting Authority as authorized by the state Zoning Act (MGL Ch. 40A) and the Carlisle Zoning Bylaws for various types of land use and development petitions, including those for common driveways, conservation clusters, residential open space community developments (including age-restricted housing), personal wireless service facilities, and accessory apartments. The Zoning Act also requires the Board to guide the process of Zoning Bylaw amendments through Town Meeting. The Planning Board is also charged with Site Plan Review of non-residential development and re-development, coordinating that review with input from all other relevant Town boards and officials. In addition, under MGL Ch. 40, the Planning Board must give its consent before any alterations are made to trees and stone walls along the Town's Scenic Roads. Finally, the Planning Board serves in an advisory capacity to the Board of Selectmen for the acceptance of Town ways, and to the Zoning Board of Appeals for Comprehensive Permits for affordable housing development under MGL Ch. 40B.

Beyond these responsibilities, the Planning Board is charged by state law (MGL Ch. 41) to "make careful studies and when necessary prepare plans of the resources, possibilities and needs of the town, and...submit to the selectmen a report thereon, with its recommendations." This charge also includes the Board's responsibility to prepare, from time to time, a master plan or study plan of the town. Although the most recent Study Plan was adopted by Town Meeting in 1995, the Planning Board regularly works with other boards in the preparation of more focused and contemporary plans that are required by the Commonwealth. These include, most recently, a Housing Production Plan, updated and approved by the state in 2015, and a comprehensive update of the Open Space and Recreation Plan that was completed in 2013. In 2017, the Board took initial steps to prepare a new Master Plan for the Town.

Mission

The Board's overall responsibility under state law is to protect the health, safety and welfare of Carlisle's residents. Guided by the General Laws of the Commonwealth, the Zoning Bylaws, the Study Plan, and citizens' comments and concerns, the Board strives to preserve and enhance Carlisle's character through the use of its regulatory tools, while also respecting property owners' rights. To achieve these goals, the Board recommends and, as applicable, requires changes to development proposals through the permitting process. Board members and staff strive to work with project proponents, technical advisors, other Town officials, and Carlisle residents to shape development projects so as to preserve natural resources and minimize negative impacts upon the community.

2017 Development Overview

Consistent with the above mission, the Planning Board has long emphasized its attempts to manage residential growth in Carlisle, rather than simply permitting it in response to development applications. Increasingly, tracts proposed for development in Carlisle have been either large parcels that long-term owners have kept out of development for many years or parcels with serious constraints on development, such as extensive ledge or wetlands, riverfront area, minimal upland, and/or access issues. The latter category of parcels proposed for development, those with serious constraints, requires increased coordination among the land use boards to address often interrelated issues of stormwater management, water supply, sewage disposal, and protection of wetlands, surface water and groundwater.

In the mid-2000's, the Planning Board experienced extremely high levels of land development permitting. But from 2009 to 2012, the build-out of the new single-family lots created by the Board's actions dropped to an average of 7-8 new home building permits issued per year. During these years, the surplus of lots available for development reached the range of 60-75. In 2013, new home building permits issued jumped to 19, the most since 2005. But in the last three years, only 8 (2015), 10 (2016) and 6 (2017) new single-family home building permits were issued annually, showing some evidence of a return to the pre-2013 levels. After accounting for new lot creation, the inventory of available building lots at the end of 2017 was only 13 parcels on scattered sites, approximately equal to the inventory at the beginning of the year. This very modest supply, combined with the demand generated by a stronger economy, is likely to generate more proposals to subdivide available open land in the near future. From inquiries made to the Planning Board office late this year, there appear to be several sites under consideration. Therefore, Carlisle seems to be facing a period of increased growth, which the Board expects to continue to manage.

Board Actions and Initiatives

In 2017, the business of the Planning Board, and to a certain extent that of the Town as a whole, was focused on the extended, multi-year hearings and discussions before the Zoning Board of Appeals concerning a single parcel on Long Ridge Road where the owner sought to develop housing at a much higher density than is allowed by the Zoning Bylaws, either as a comprehensive permit ("40B") or with a variance. But this year the Board's efforts also turned to the need to prepare a new master plan to guide the development of the entire town. The Planning Board's permitting activity in 2017 did not produce many new individual house lots, but the Board also granted a special permit for a new personal wireless service facility in the town center, with antennas co-located with an existing wireless facility concealed within the steeple of the Union Church on School Street. This was the first new wireless facility in Carlisle since 2009.

The Board approved a new 3-lot common driveway special permit on Rutland Street this year, which brought with it a contribution of 4 ½ acres of upland from the developer to the Conservation Commission. The Board also approved two Accessory Apartment special permit requests this year, one in an existing Cross Street home, the other a renewal of a unit on Timothy Lane.

In 2017, the Planning Board continued to oversee the buildout of roadways and other infrastructure at previously-approved developments at Hanover Hill, Elliott Farms Way, Chestnut Estates, and a 2-lot common driveway on Fiske Street, and added to that monitoring the construction at Lion's Gate (West Street) and Garrison Place condominiums (Russell Street)—see the table summarizing Carlisle's development status below. In addition, the Board engaged in the conceptual review of plans for the subdivision of property adjacent to 1022 Westford Street and at 767 Bedford Road.

Support for Other Town Offices

The Planning Board has also continued to focus this year on several internal and/or advisory tasks that are necessary to support development decisions in the town. Most significant among these is the annual updating and correction of the Town's official maps, coordinating with the Assessors and their mapping contractor. These contain not only property information maintained by the Assessors, but also information on conservation restrictions and the Wetland/Flood Hazard Zoning overlay district. The Planning Board staff has primary responsibility for these updates, which include not only changes necessitated by Board actions, but also all other changes and corrections, as needed. The Board also took a lead role in making a recommendation to the Selectmen to purchase 6 acres of farm land off Maple Street and Bedford Road, and advised the Selectmen and Town Meeting on the laying out and acceptance of Hanover and Johnson Roads as public ways. They also advised the Selectmen on adopting a Policy on Joint Pre-application Conferences among all land use permitting boards, and joined the Board of Health and the Council on Aging as a key collaborator in an on-going Community Health Assessment ("Caring4Carlisle"), sponsored by a Healthy Communities Planning Grant, funded by Lahey Hospital and Medical Center, and carried out by the UMass Boston Center for Social and Demographic Research on Aging. At the request of the Conservation Commission, the Planning Board also reviewed its common driveway special permit regulations and procedures to try to simplify that approval process.

Master Planning

One of the Board's primary initiatives this year was to take the first steps towards developing a Master Plan for the future development of the town, a responsibility proscribed by the State's planning statutes. Building upon preliminary research begun in 2016, and proposals seeking financial support for this effort prepared and submitted that year but not funded, in 2017 the Planning Board drafted a mission statement, conducted outreach to the community, and appointed a 9-member Master Plan Steering Committee in the spring. These volunteers worked for over 6 months to "Plan for the Plan." They reviewed other communities' plans and consulted those involved in preparing them to learn from their experiences. They compiled a list of town stakeholders who will need to be involved in this effort, and considered how best to involve them and to find out what Carlisle's residents, businesses and institutions would like to see included in such a plan. In November, they issued a brief *Master Plan Report* that recommended a sequential 3-phase process, with the second and third phases supported by a professional planning consultant, and the establishment of a new Steering Committee and a larger Advisory Committee to guide the process. The Planning Board will be considering how to move

this process forward early in 2018, and the tasks will need broad support and committed participation. *Interested individuals and groups are encouraged to contact the Board's office, its individual members, or those listed below if you would like to become involved.*

2017 Master Plan Steering Committee: Janne Corneil (Chair), Mark Levitan (Vice Chair), Peter Gambino, Kerry Kissinger, Deborah Bentley, Launa Zimmaro, Jessica Nierenberg, Randy Brown, Brian Cruise

Zoning and General Bylaw Amendments

The Board undertook two initiatives to develop proposals to amend the Zoning Bylaws, both of which were outgrowths of articles presented by citizens to the 2016 Town Meeting, but which had failed to garner the necessary 2/3 vote required to become zoning law. Each proposal sought to expand the current limits on specific uses, previously allowed only under narrow guidelines—solar generation facilities and accessory apartments. In the fall, the Carlisle Conservation Foundation presented another new Zoning Bylaw to allow “Residential Open Space Communities” by special permit, a form of attached cluster housing and land preservation, which was presented to a Special Fall Town Meeting and was tied to the Town’s acquisition of a portion of the Woodward farm on Maple Street and Bedford Road (mentioned above). These three Bylaw amendments, as well as one that would put a proposed moratorium on recreational marijuana establishments, and a map amendment that would expand the Carlisle Center Business District on Bedford Road, were all the subject of public hearings by the Planning Board in 2017, followed by their formal recommendations to Town Meeting, which actions are required by the Massachusetts General Laws. All articles were passed except for the map change, which was withdrawn by the petitioners.

In addition, the Planning Board was petitioned by the residents of Rockland Road to designate that way a Scenic Road in accordance with Article XII of the General Bylaws. After review and discussion, the Board voted to recommend approval of this petition, but the Selectmen did not allow the article to be placed on the 2017 Town Meeting warrant.

Construction Management

A substantial portion of the work of the Planning Board and its staff involves the oversight of land development projects during the construction process until completion to ensure that each site’s development is consistent with the Board’s approval. In larger residential projects, this is an effort that may continue for 7–10 years until construction of the homes in the development is completed. The Board works with its peer review consulting engineers to maintain this oversight until it can be certified that the project is complete.

The status of all current and proposed development as of December 31, 2017, is summarized in the following tables. Table 1 summarizes residential construction; Table 2 is a status report on all personal wireless facilities in the town.

Table 1

Location	Lots	Name	Status
<u>Subdivisions</u>			
81 Russell St.	2 lots	Garrison Place	Approved with SROSC 2014; Under construction
542-570 West St.	4 lots	Lion's Gate	Approved 2016 Under construction
<u>Special Permits - Common Driveways</u>			
Off Cross Street	2 lots	#317 (no name)	Approved 1998; Review incomplete
Off Rutland Street	4 lots 3 lots	Chestnut Lane Twin Beech Road	Approved 2007; Not yet complete
268 Fiske Street	2 lots	(no name)	Approved 2008; Not yet complete
291 River Road	6 lots	Elliott Farms Way	Approved 2011, Amended 2015, Construction begun 2016 Not yet complete
871 Bedford Road	2 lots	(no name)	Approved 2013; signage not complete
61 Judy Farm Road	3 lots	Isaac's Way	Approved 2014; Extended 2017; not built
267 Rutland Street	3 lots	Arrowhead Lane	Approved 2017 Under construction
<u>Special Permits - Conservation Clusters</u>			
Rutland Street	7 lots	Chestnut Estates	Approved 2007; Not yet complete
<u>Special Permit – Senior Residential Open Space Community</u>			
81 Russell Street	16 units	Garrison Place	Approved 2014; appealed to Land Court, remanded & approved 2016

Table 2

Planning Board Special Permits - Personal Wireless Service Facilities

AT&T Wireless

871 Bedford Road	189 ft. monopole	Court ordered 2003, <u>operational</u>
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Sprint PCS

871 Bedford Road	189 Ft. monopole	Court ordered 2003, <u>operational</u>
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T-Mobile - Omnipoint

871 Bedford Road	189 ft. monopole	Court ordered monopole, permit for this provider granted 2006, <u>operational</u>
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1022 Westford Street	80-90 ft. monopole	Permit granted 2007, <u>operational</u>
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27 School Street	Stealth installation within bell tower	Permit granted 2008, <u>operational</u>
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Metro PCS

871 Bedford Road	189 ft. monopole	Court ordered monopole, permit for this provider granted 2008, <u>operational</u>
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Verizon Wireless

871 Bedford Road	189 ft. monopole	Court ordered monopole, permit For this provider granted 2009, <u>operational</u>
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27 School Street	Stealth installation within church steeple	Permit granted 2017, not built
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Finances

Planning Board activities during 2017 generated a total income of \$9,550 through application fees, all of which was paid to the General Fund. The Planning Board has no statutory mechanism to retain application fees, unlike many other Town boards, and is entirely reliant on Town Meeting appropriations to conduct planning activities.

Project review fees, which are held in special revenue accounts ("53G accounts") and limited to payment of the costs of technical review of submitted plans and project construction oversight by engineering consultants, were received in a total of \$17,209 for 2016. Any funds remaining in the account allocated to a particular project are returned to the applicant once the development is completed or the approval lapses. As noted, none of these fees can be used for planning initiatives by the Town.

Several years ago, the Planning Board proposed a recurring warrant article to provide some funding previously covered under the Planning and Professional budget line item, eliminated in 2009 as part of a series of budget cuts. This article in the amount of \$5,000 was approved at the 2010 Annual Town Meeting, and an equal amount was added at the 2011 Town Meeting, bringing the total to \$10,000. No additional funds were requested or expended in 2017 or the intervening years. These funds can be used for Board initiatives such as the need to review and revise local bylaws or regulations or to fund planning consultant services related to the needs of the Town. Examples of past projects of this nature are the development for the Selectmen of an RFP for Wireless Facilities on Town-owned land or rights of way, the revision to the Comprehensive Permit Rules and Regulations for the ZBA, and the preparation of draft LIP regulations for the Selectmen. This year, the Board discussed using these funds for expert assistance in developing a Master Plan for the town, as described above, or to create and maintain a GIS database to support this effort. No formal action was taken by the Board before the end of the year.

Overview of 2017 Board Activity

Traditional measures of Board activity in terms of permits granted, new lots or roadways created, development projects completed, or fee income derived do not accurately reflect the majority of the business that the Planning Board normally undertakes. The following categorized summary gives a more accurate picture of that work, much of which was generated by initiatives taken by the Board itself to support its permitting functions, and Planning Board services requested by and provided to other Town and regional agencies. Most of this work is not accounted for by measuring new development or income, but is nevertheless a necessary responsibility of the Board.

Applications to the Board: Approval Not Required (Subdivision) Plans

- 522-524 Concord Road – 2 lots (reconfiguration)
- 48 Bingham Road – 1 new lot
- 186 Rutland Street – 1 new lot
- 886 Lowell Street – 2 lots combined into one

Other Applications to the Board

- Common Driveway Special Permit – 267 Rutland Street – 3 lots plus conservation land
- Re-approval of Common Driveway Special Permit – 2 lots
- Accessory Apartment Special Permit – 381 Cross Street
- Accessory Apartment Special Permit renewal – 9 Timothy Lane
- Extension of time to exercise Common Driveway Special Permit – 61 Judy Farm Rd
- Personal Wireless Facility Special Permit – 27 School Street

Public Hearings not Associated with Permit Applications

- Scenic Road consent hearing – 428 Brook Street
- Proposed Zoning Bylaw amendment hearings: Sec. 5.8. – Solar Photovoltaic Overlay District; Sec. 5.6 – Accessory Apartments; Sec. 5.11 – Recreational Marijuana Moratorium; and Sec 5.12 – Residential Open Space Community

- Proposed Zoning District Map amendment hearing – Bedford Road
- Hearing on proposed Planning Board Site Plan Review Rules and Regulations

Conceptual Plan Discussions

- 1022 Westford Street (ANR Lots)
- 48 Bingham Road (Common Driveway)

Planning Board Construction Oversight

- Hanover Hill (off Westford Street), roadways, common driveways, footpaths, trails, and drainage infrastructure
- Chestnut Estates Conservation Cluster (off Rutland Street), common drives, trails and infrastructure
- Elliott Farms Way (off Skelton Road), common drive and bridge
- 268-270 Fiske Street, common driveway
- 267 Russell Street, Arrowhead Lane, common driveway & stream crossing
- Lion's Gate Subdivision (off West Street), subdivision road and infrastructure
- 81 Russell Street. Garrison Place. 16 unit senior housing duplexes and infrastructure

Planning Board Initiatives

- Prepared and reviewed draft amendment to Zoning Bylaws re: Sec. 5.11 – Recreational Marijuana
- Supported two Zoning Bylaw study committees regarding Sec. 5.8 – Solar Photovoltaic Facilities and Sec. 5.6 – Accessory Apartments. Reviewed drafts of both proposed bylaw amendments developed by the committees.
- Publicized, established and appointed a Master Plan Steering Committee; created a mission statement on the development of a Town Master Plan; reviewed and discussed the Committee's report, approach and scope of work
- Continued review of Open Meeting Law amendments and implementation of PB compliance
- Members and staff attended seminars and training by Metropolitan Area Planning Council, Citizen Planner Training Collaborative and Mass. Association of Planning Directors

Planning Support Services Provided to Other Boards, Departments, Towns and Regional Entities

- Worked with Assessors and Town's mapping contractor to provide and review annual tax map updates, and to make GIS maps available to multiple users
- Served as one of three key collaborators to Caring4Carlisle's Community Health Assessment
- Reviewed and provided to Building Commissioner PB file information regarding accessory uses and non-compliance with Zoning Bylaw requirements at properties at various locations
- Provided input to the Zoning Board of Appeals regarding the remanded Comprehensive Permit (40B) application for 100 Long Ridge Road
- Drafted proposal to establish joint pre-application submission conferences involving all Town land use boards and officials for developments of two or more units
- Advised the Selectmen on the laying out and acceptance of Hanover and Johnson Roads as public ways
- Assisted the Selectmen in the development of an RFP and review of proposals for technical services to quantify operation and future needs of the Town's public safety communications system
- Consulted with Town Counsel on various Planning Board policy matters

Other Business

- **Annual budget analyses and projections at request of Finance Committee**
- **Research and development of proposed Assistant Planner staff position description**
- **Attended briefing by Carlisle Technology Task Force on draft Strategic Plan**
- **Developed a plan to make GIS technology incorporating local data available to Town staff and to the public**
- **Ongoing technology management, including, but not limited to, upgrades of office software and hardware**
- **Staff and Board member re-certification of completion of State Ethics Law training**

Membership

In the 2017 annual election, two 3-year positions were available, as well as a 1-year vacancy to complete the term of Ray Bahr, who resigned earlier in the year. Chair Peter Gambino ran for re-election to a full second term, and 2-term incumbent, Treasurer Jonathan Stevens, opted to run for the 1-year seat. Madeleine Blake stepped forward to run for the second 3-year seat, and her election brought a lawyer on the Board, as well as re-introduced a measure of gender diversity to the panel. While Tom Lane's term as Associate Member will continue until 2019, the second Associate Member seat remains vacant. *The Board invites and encourages interested Carlisle voters to apply for this appointed Associate position, or to run for an elected seat in the spring.* The Board is best served by committed members with energy and diverse backgrounds coming together to do important work for the Town.

In the reorganization after the election, Peter Gambino was re-elected to serve as Chair, Ed Rolfe as Vice-Chair, Jonathan Stevens as Treasurer, and Peter Yelle as Board Clerk. Thus, over the course of 2017, the Board's business has been carried out efficiently with an experienced leadership team, and the Board's high level of dedication and expertise has been maintained.

Planning Board members also continued to emphasize the importance of maintaining liaisons with other boards and committees. Peter Gambino serves as liaison to the Selectmen, the Recreation Commission, and the Council on Aging, and is an appointed member of the Master Plan Steering Committee and the Pathways II Committee. He is also the alternate liaison to the Housing Authority, the Carlisle Energy Task Force, and to Town Counsel. Madeleine Blake is liaison to Town Counsel, and alternate liaison to the Trails Committee and to the Council on Aging. She is also the Board's appointee to the Minuteman Advisory Group for Interlocal Coordination (MAGIC). Ed Rolfe is the Board's appointed member of the Historical Commission, is liaison to the Board of Health, and is alternate liaison to the Selectmen and the Recreation Commission, Jonathan Stevens is a member of the Conservation Restriction Advisory Committee (CRAC), and is liaison to the Housing Authority and alternate liaison to the Board of Health. Peter Yelle is a member of the Community Preservation Act Committee and is liaison to the Board of Appeals (ZBA) and to the Conservation Commission. Jason Walsh is liaison to the Energy Task Force and to the Trails Committee, and alternate liaison to the Conservation Committee. Rob Misek is alternate liaison to the ZBA.

Support

The Planning Board benefits from high quality professional assistance, having engineering consultants with a broad range of expertise available to assist in the technical review of the plans brought before the Board, work that is paid out of restricted special 53G accounts funded by applicants (with any unused funds ultimately returned to them). The Board uses the services of Nitsch Engineering, Inc., of Boston, and LandTech Consultants, Inc., of Westford. The Board also relies on the expertise of Town Counsel, Miyares and Harrington, LLP, to help interpret zoning and subdivision law and to represent the Board in litigation. For 2017, the Board is pleased to report that there is no pending litigation in which it is involved.

The Planning Board's staff has continued to provide excellent service throughout the year. 2017 was the second full year of a reorganization of staff office hours that has provided improved service to the town residents and to the Board's applicants. Planning Administrator George Mansfield has completed 22 years providing highly knowledgeable and professional support to the Board, but his position is now part-time (25 hours/week). Gretchen Caywood, after serving as part-time Administrative Assistant since 2005, now works nearly full time in that position (33 hours/week). This has allowed Ms. Caywood to staff the office each day during regular Town Hall hours, with a minimal increase in the Board's budget. However, her role has evolved to providing more of a professional level of services that are typically offered by Assistant or Associate Planners in comparable municipalities. Recognizing this, in November the Board requested that the position be reclassified to a higher grade, and that request was awaiting action by the Personnel Committee at year's end. Ms. Caywood also continues in her role (since 2006) as Administrative Assistant to the Historical Commission, and brings the knowledge gained from this experience, as well as from her previous service to the Board of Health and as part-time Assistant Town Clerk, to broaden the Planning Board's ability to carry out its mission.

The Year Ahead

During 2018, the Board will continue to confront the challenges of the changing needs and resources of the town. The Board expects to move forward with talented and committed resident support and professional assistance to carry out the long-awaited master planning effort. The Board also expects to continue to provide planning advice to others in their efforts to interpret and amend the Zoning and General Bylaws to meet the needs of the Town. While it is difficult to predict the level of new development, with the Town's long-range planning efforts, with the expectation of continuing applications for both conventional development and the newly-available Residential Open Space Community option, continuing the build-out of Board-approved projects, implementing the Town's Public Safety Communications System facilities, and newly-expressed interest in expanding personal wireless services facilities and other non-residential development, 2018 is expected to be a very busy year.

In all matters, the Planning Board will, as in the past, be working with the Town's other land development, public health, housing, and environmental protection agencies. In this manner, the Board's goal is to achieve cost savings through better coordination, as well as to preserve open space and rurality, provide a diversity of housing choices through a

managed process, safeguard water quality and quantity, and control the fiscal and other impacts of new development upon the town.

Planning Board Members:

Peter Gambino, Chair
Ed Rolfe, Vice Chair
Jonathan Stevens, Treasurer
Peter Yelle, Clerk
Madeleine Blake
Rob Misek
Jason Walsh

Associate Members:

Tom Lane
Vacant

RECREATION COMMISSION

The Recreation Commission oversees recreation fields & facilities and develops and administers a diverse selection of fee-based arts & crafts, life skills and fitness programs to Carlisle residents of all age groups.

The committee consists of Drew McMorrow (Chair), Rick Amodei, Mark Spears, Amy Smack and Peter Best.

The committee employs a Director (Holly Mansfield) responsible for program development, oversight and administrative needs.

Year in Review

The Recreation Commission held monthly meetings in 2017 and made progress on a variety of initiatives. We welcomed a new committee member, Peter Best, and bid farewell to outgoing long-time board member, Dave Moreau.

Field and facility maintenance, program development, and the procurement of community space for programming were top priorities we discussed and pursued in 2017. We also spent time resolving dog waste issues on playing fields, overseeing Boy Scout projects, planning for a baseball field renovation and communicating with school personnel regarding use of the Brick Building.

Moving forward, the Recreation Commission has two important priorities in the near to intermediate-term: 1) professionalizing the maintenance of our existing facilities, which have in the past relied on volunteers for much of their maintenance, and 2) the upgrade and improvement of our existing facilities, as funds allow, so that the community can get the best possible use of them.

Existing Fields & Facilities

Currently the Recreation Commission schedules and maintains one 90-ft baseball diamond, one 60-ft baseball diamond, one 50/70 diamond, two softball and two multi-purpose fields. In addition, the Commission maintains an asphalt running track, two tennis courts, two tot lot playgrounds, a beach volleyball court and a fitness cluster.

Fields and Facilities Maintenance

The Recreation Commission administers the contract for field fertilization and pest management, which at present is an organic program. J.R. Davis was awarded a three-year contract for field maintenance (mowing, trimming, field refurbishments and management).

The Town has guided the Recreation Commission to use an organic maintenance program for all of its fields. This has introduced some issues with pest control and field quality. In 2017, the Recreation Commission hired specialists skilled in state-of-the art organic pest control capabilities to attend to these issues, and the early results have been encouraging. In future years, we expect we will need to rotate the use of the fields by the

community to facilitate a program of turf replacement in those areas where pest infestation has been most damaging.

Fields & Facilities Enhancements

Enhancements to fields and facilities are needed. The Recreation Commission continues to discuss the best course of action for a rotation of fields to manage overuse. The Commission is also committed to increasing user and spectator ADA accessibility and compliance at all recreational fields and facilities.

Updates on Fields & Facilities

BANTA-DAVIS: The Recreation Commission has responsibility for maintaining and scheduling the fields on the Banta-Davis land. The Rory Bentley Fitness Cluster is also located at Banta-Davis.

In April of 2017, the Town voted on a Community Preservation grant for the renovation of the infield, drainage, and grading at Banta-Davis Baseball Field. We expect that this project will be completed in the early Spring of 2018. A key priority for the committee in 2018 will be overseeing the rehabilitation of the Banta Baseball field.

In response to complaints from community members regarding dog waste on the Banta-Davis playing fields, the Recreation Commission instituted a dog ban at this field location daily beginning at 10:00am during the soccer season, September to November. Carlisle residents were permitted to walk their dogs at Banta-Davis in the morning hours from sunrise to 10:00am.

Signs were posted at the entrances to the field and the Carlisle police were contacted for enforcement purposes. The dog ban was successful; dog waste markedly decreased.

On on-going discussion for the board is the build-out of the Banta Davis facility. The current fields are a product of the 1998 development activity, of which only the first of four phases were implemented. Then in 2008, further proposals were considered but not realized. The requirements for additional field space still exist and will be a continuing discussion to be leveraged for town consideration in the near future.

SPALDING: The Recreation Commission has responsibility for maintaining and scheduling the playing fields at Spalding. Careful coordination with school sports and other youth group usage and maintenance of the fields at times required mowing at one end of Spalding while activities were ongoing at the other end. Discussions around use and maintenance are on-going in consultation with school personnel. The greatest issue for 2017 is the declining condition of the softball field that is experiencing sink holes. A joint team effort comprised of RECOM, Carlisle School and CCYBS are exploring ways to resolve the issues that will not be realized until sometime in 2018.

DIMENT PARK: The tot lot is used as a place for children up to age 5 years old as one of the only venues in town to meet and socialize. It is currently in disrepair, with

overgrown plants, trees and weeds encroaching the play space. There are also broken play structures and the steps to the gazebo require replacement and repair.

Eagle Scout Tanner Buckelew asked for permission from the committee to pursue enhancements at the Banta Davis playground. However, given the current state of Diment Park, the committee encouraged Tanner to assist with repairs and maintenance at Diment Park instead. It was determined that Tanner, along with his Boy Scout troop, would schedule a series of work parties to address much needed repairs and general landscaping/yard work in the Spring of 2018.

BANTA PLAYGROUND: In 2013, Carlisle Boy Scout troop 135, with some assistance from the DPW, recycled the tot lot discarded from the school building project and installed it next to the Banta-Davis Soccer field. This location is ideal for young children while their families are watching soccer, baseball and softball games.

BENFIELD FARMS: Boy Scout Charlie Hutchinson met with the committee to request permission to pursue the creation of a new walking trail at Benfield Farms. The new trail would attach to an existing trail. Charlie's request was approved. The committee offered to support him with the use of tools should he require them.

TENNIS COURTS: Significant improvements have been made to the Town Tennis Courts due in large part to the volunteer effort of Carlisle resident, David Wiener. Mr. Wiener approached the committee with some proposed enhancements, which were endorsed by the committee and subsequently the court surface was repaired, wind screens installed, overhanging trees were trimmed back and a "Town Tennis Courts" sign was added.

Additionally, Mr. Wiener made some recommendations regarding on-going maintenance with brooms to clear the surface of leaves and branches and those brooms were purchased and put to use as well.

Tennis lessons for adults and children were offered for five weeks in the afternoons in spring, week-long sessions in the summer, and for five weeks in the mornings and afternoons in the fall. The summer program utilized the tennis courts from 9:00 AM to 3:00 PM Monday through Friday over a six-week period for children's lessons.

Brick Building

After initially informing the committee that the Brick Building would no longer be available for Recreation programs, Superintendent of Schools Mr. Jim O'Shea granted permission for Recreation to use the Brick Building, located on school campus, for programs and events for another year. The use of this facility greatly increased the success of our programs in 2017. Having access to the Brick Building also allows community groups, such as Boy Scouts and Girl Scouts, to secure meeting space for monthly meetings and events.

Mr. O'Shea has given notice that the school will need to secure this space for their own use in the near future. The committee explored other options for program space, including leasing space at The First Religious Society and the Congregational Church. Cordial discourse ensued, however, neither church made any kind of official offer to lease space to Recreation. Aside from Town Hall, which is already in use for programs, there are very few viable options for Recreation program space.

Programs

Recreation programs included a variety of recreational opportunities to meet the needs of all segments of our community. We offer a range of fitness, arts & crafts and life skills classes during the spring, summer, fall and winter seasons using the town hall and school facilities as well as some outside vendor locations. Families with preschool children continue to enjoy the PreK-K transitional program offered for preschool aged children. This program is held at the Brick Building two days per week and has become very popular with Carlisle families.

Two of our most popular and well-attended programs are Pottery for Kids and Musical Theater. The pottery class is taught by Carlisle resident, Karin Lemmerman at her studio on South Street. Children design various pottery pieces that are keepsakes. The Musical Theater program runs in both the fall and the spring. Over forty children enjoy this program each session and perform a free show at the end of the 8 week session. For the first time, a second show was added to the program offerings for Spring 2018 due to high demand.

The Summer Fun Program for youth (age 4+) is offered for six weeks during the summer using the school facility and the outdoor recreation facilities. Ten young people are employed during the summer as counselors and swim instructors. We continue to use resident pools for summer fun swim lessons. As always, we are grateful for the Carlisle families that donate the use of their pools to recreation.

Recreation has continued to work with the Nashoba Valley Ski Area to offer ski and snowboard programs for youth. The ski program fills quickly with 65 children traveling straight from school to the ski mountain on Friday afternoons during the winter months. Parent chaperones make this program run smoothly and efficiently.

Recreation works closely with surrounding towns to collaborate on various programs and trips. A local Archery company alternates program locations between Acton, Carlisle, and Bedford so that participants can pursue the sport year-round should they choose to do so.

Adult evening badminton, basketball and pickleball programs were popular again this year.

Recreation offers a wide range of programs for residents at all age levels and pursuant to many disparate interests. Programs include a variety of health and wellness, nutrition, child development, science, arts, sports, and education classes. This year, we added

before-school programming for families of school-aged children. Fitness, meditation and tennis lessons were offered before school beginning at 8:00am.

Giving Back

The Recreation Commission's goal is to provide quality programs for all residents of Carlisle and to reinvest in our community. Every year the Recreation Commission gives back to the community from the excess fees generated from our programs and from gifts and grants received for recreation projects.

We are fortunate to have many teenagers and adults performing community service as chaperones, coaches and referees. Often their service means a program can run despite low enrollment or at a lower cost. Sometimes their service allows a child to continue taking swim lessons or participate in a seasonal program when the family might otherwise need to forego such an opportunity due to financial circumstances.

The Recreation Commission is pleased to have senior citizens helping us as part of the Town of Carlisle Senior Work Program. These individuals have brought relief with enthusiasm and good humor to an otherwise over extended staff.

Respectfully Submitted,

Drew McMorrow (Chair), Rick Amodei, Mark Spears, Amy Smack and Peter Best

TRAILS COMMITTEE

The Trails Committee in 2017 pursued its five major goals: 1) public education, 2) maintaining existing trails on public land, 3) working to preserve trails on private land being developed, 4) creating new trails, and 5) advising the Selectmen on trails issues.

Public education –The committee led four public walks this year. A January 7 snowstorm postponed the full moon hike at the Cranberry Bog to March 11. 14 people walked on a clear but cold and windy night. On April 22, just as the rain stopped, 11 people joined an Earth Day walk in the Davis Corridor where the new intersection markers were featured. The weather was superb for our annual Double Sundae Sunday Saunter on Old Home Day on June 25; 30 people did all or part of the 7 mile loop to both ice cream stands. The annual post-Thanksgiving walk on Nov. 24 featured the Woodward property voted on at Special Town Meeting in October. 41 people viewed the land and trails and learned about the planned goat farming on a beautiful day.

The Trails Committee's guide book to the Town's conservation lands, "Trails in Carlisle", sold out by the end of the year. Work continued through the year on the next edition, planned for mid-2018. Individual trail maps are available on the Trails Committee web site, carlisletrails.pbworks.com. The web site, maintained by volunteer Lisa Ankers, links to the Town's web site, and also includes information on the Carlisle Trekker Award and notices for upcoming walks and work days. Work continues to create a Trails Committee page on the Town's web site. Volunteer Kim Schive (Trekker #17) maintains a Facebook page, "Carlisle Trails", to reach out to a different audience with trail information. Roy Herold corrected Carlisle's trails as they appear in online Open Street Maps.

The committee made good progress on its multi-year project to add uniquely numbered intersection markers at all major trail junctions in town (outside of Great Brook Farm, which has its own markers). These locations will be shown in the new trail book maps. We are working with art students at the Carlisle Public School to add nature-themed art work to each marker, as a way to raise awareness of trails and conservation land in the students and their families, and to make the markers more interesting to hikers. 32 markers were completed and installed in the Benfield/Bisbee and Greenough areas this year, bringing the total to 79. 65 markers remain to be painted by the students, with completion expected in fall 2019. We installed 27 sign posts in 4 work days this year (April, June, Sept., Oct.) and only 4 remain to be done.

There were six new Carlisle Trekker Awards earned this year for hiking all of Carlisle's trails: The entire Haring family in July (Piper #34, Alden #35, Reilly #36, Heidi #37, Vaughn #38) and Jonathan DeKock in November (#39).

Trail maintenance and construction – Although there were no hurricanes this year, there seemed to be an unusual number of high wind events. Trails Committee members removed dozens of fallen trees from trails and cleared brush throughout the year on

virtually all public lands. Roy Herold set up a Google Docs spreadsheet to help the committee keep track of clearing work. In addition, we invited volunteers to help in public work days in April (7 people), May (12 people), June (7 people), and October (20 people). Activities included installing sign posts, repairing bridges, rerouting trails, and brush clearing. We have benefitted from many CCHS students and Boy Scouts doing community service.

A major project was building 4 new bridges, filling sink holes, and grading on the Otter Slide Trail after severe beaver damage last year. Kudos to Warren Spence for guiding this project to completion. 30 volunteers helped build the bridges on May 20. Sink hole repair was done in June and October. Materials were purchased with about \$3,900 of CPA funds.

Committee members met with Rodgers Road neighbors who are interested in improving the trail to Banta Davis so their children can walk to school. Much of the existing trail easement is very wet, boulder-strewn, and overgrown with invasive plants. A neighbor indicated willingness to grant an easement in a more trail-friendly location. The committee is working with Town Counsel to draft an easement document. The existing trail location was cleared and existing and proposed trail locations were marked. Boy Scout Robert Nichol volunteered to build one of the two boardwalks that will be required as his Eagle project.

Other maintenance projects included repairing boardwalks in Great Meadows, Greenough, and the Davis Corridor, mowing trails in Great Meadows, Old Morse Road, and Otter Slide, and clearing vegetation from the canoe landing at the Elliott Preserve.

Based on positive feedback about wooden trail benches that were installed last year, the committee developed a list of 10 new locations for benches. They will be built over the winter.

The committee agreed in principle with the US Fish & Wildlife Service to place a shipping container on the O'Rourke property for lumber storage after the existing barn is demolished sometime in the future.

The Trails Committee is working with Boy Scout Richie Chung on a project to replace some of the wooden Bicentennial historical markers that have disappeared in the intervening 43 years.

Preserving trails and new trails – (1) The Woodhaven Farm trail easement was explored at high water in the spring. At the Trails Committee's request ConsCom granted conceptual approval to route part of the trail onto the adjacent Davis Corridor to avoid a large wet area. The Carlisle Conservation Foundation, co-holder of the conservation restriction on Woodhaven Farm, is responsible for building the trail on Woodhaven Farm property. (2) The Conservation Restriction on 20 acres of Sorli Farm on the south side of Westford Street was approved by the state. The Sorli trail to CCF's Ryan Conservation Land will be marked after a trail parking area is completed. (3) A loop trail was flagged

in future conservation land as part of an open space development at 81 Russell Street. The trail will be built after the Town owns the land. (4) Committee members inspected a trail easement in the Lions Gate development on West Street that connects to the adjoining 11.5-acre Pannell Land owned by CCF. The trail will be marked after road construction is complete. (5) The committee supported Town purchase of 6 acres of Woodward land for conservation, approved at Special Town Meeting in October. This is part of a larger project that is expected to result in an additional 32 acres of conservation land, including trail connections to Great Meadows and Maple Street. As noted above, we led a walk on the property in November. (6) As part of a reconfigured plan for 100 Long Ridge Road, Zoning Board of Appeals approval includes a trail easement from Long Ridge Road to common land in the subdivision. (7) Boy Scout Charlie Hutchinson created a new Hidden Pond Trail on the Town's Benfield land for his Eagle project in September. He had to overcome mysterious theft of all the trail location flags hours before the project began and two angry yellowjacket nests in the trail route. (8) Oak Knoll residents Jonathan DeKock and Jim Gettys approached the committee about creating a new trail on the east side of the Mannis Land. After conceptual approval by ConsCom and the Land Stewardship Committee, we plan to work with Jonathan and Jim to find the best location for the trail.

Interfacing with other boards and committees – Steve Tobin is serving on the Deer Committee as the Trails Committee's representative. Marc Lamere is the committee's representative on the Conservation Restriction Advisory Committee.

Finances – At year's end there were \$16,736 in the Trail Maps revolving fund, \$4,202 in the CPA account, \$921 in the Trails Grant account, and \$1,216 in the Gift account. \$467 was donated to the Gift account by a Carlisle mountain bike group after their Carlisle tour.

Acknowledgement - The Trails Committee would especially like to thank the many volunteers from the community who have helped in our trail projects through the year. We also wish to acknowledge the unnamed volunteers who quietly maintain trails in their neighborhoods without direct involvement of the Trails Committee. Without volunteers, the Town wouldn't have its wonderful trail system. We also thank Lisa Ankers for maintaining the committee's web site.

Current members of the Trails Committee are Alan Ankers (secretary), Henry Cox, Louise Hara (clerk), Roy Herold, Marc Lamere (chair and treasurer), Warren Spence, and Steve Tobin (chair-elect). Bert Willard retired from the committee this year after many years of service as secretary. The committee is fortunate that he continues to attend meetings and help with projects. Report submitted by Steve Tobin.

LAND STEWARDSHIP COMMITTEE

The Land Stewardship Committee (LSC) was created as a permanent sub-committee of the Conservation Commission (ConsCom) in December 2005. The charter of the LSC is to support ConsCom in managing Town-owned conservation land. The LSC currently has six members, with 2 new members and one departing member during the year. The committee met 9 times during the year.

In keeping with the mandate to support ConsCom, LSC members have been involved in the Cranberry Bog Alternatives Committee (CBAC), reviewing a request to transfer some town owned parcels near Hartwell Road to the jurisdiction of the ConsCom, drafting new signage concerning removal of dog waste at the Cranberry Bog, monitoring usage and condition of town-owned conservation parcels and addressing various other land management issues. Some of the above projects are described below in more detail.

Two members of the LSC, Debby Geltner and Warren Lyman, continued their active involvement with the CBAC and researched and refined alternative proposals for managing the Cranberry Bog in the future, culminating in a final report and review by the ConsCom. The progress and proposals of the CBAC were discussed at various LSC meetings as the work of the CBAC progressed throughout the year.

Nancy Cowan, a representative of the Concord Land Conservation Trust, came to the committee to discuss the transfer of two town-owned lots near Hartwell Road and the Concord town line to the control of the ConsCom in order to create a wildlife corridor linkage between Concord and Carlisle conservation lands. The committee recommended that the ConsCom request the Carlisle Board of Selectmen to transfer the lots in question to the care, custody and control of the ConsCom.

A concerned citizen, Judy Hodges, raised the ongoing issue of excessive dog waste at the Cranberry Bog (notwithstanding the existing waste bags, trash cans and some signage already provided). It was decided to recommend the placement of (possibly multiple) additional series of signs along the paths. Various approaches and draft wordings for signs were reviewed, artwork from a former town resident and contributor to the Mosquito, Tom Raftery, was solicited and a mock-up was prepared by Lyn Carroll. The committee is targeting to forward a final proposal to ConsCom for approval and deploy the sign series by the spring of 2018.

Members of the committee actively monitored the condition and usage of various town-owned conservation parcels during the year. Low flights over Foss Farm by a helicopter flight school were discussed, resulting in the Carlisle Conservation Administrator contacting the Massachusetts Port Authority, who obtained agreement from the school to refrain from such low flights in the future. A sign at Towle Field was repaired. Dike erosion caused by dogs and invasive Phragmites were both noted at the Cranberry Bog and discussed and noted to the Administrator. Continued discussion around usage of drones at the Cranberry Bog, Foss Farm and Towle Field properties occurred. A motion to support a new trail request on the Mannis Land was discussed and passed.

Land Stewardship Committee members:

Tom Brownrigg

Lyn Carroll

Dwight DeMay

Debby Geltner(Co-Chair)

Warren Lyman

Andrew Wilmot (Co-Chair)

Conservation Administrator: Sylvia Willard

LIBRARY
&
EDUCATION

GLEASON PUBLIC LIBRARY

Gleason Public Library Mission Statement

Gleason Public Library provides materials, programs, services, technology, and space to support all ages in their endeavors to learn, to discover, to engage, and to connect with one another, the Carlisle community, and the wider world.

The Gleason Public Library could not function without its many volunteers and town organizations. Some of the types of volunteer library service are: middle and high school students doing community service, patrons leading monthly programs, community members assisting with programming and special projects, patrons presenting and sharing their expertise, and town committee members giving time to improve the library building. Some of the local organizations who work in conjunction with the library are the Carlisle Garden Club, groups that co-sponsor guest speakers such as the Council on Aging and the Friends of the Council on Aging, the Carlisle Conservation Foundation, Susan Zielinski Natural Science Fund, and Carlisle Cultural Council. Not least among these the Friends of the Gleason Public Library without whom the library could not exist as it does. Carlisle is a town of volunteers who make a significant difference to your library.

Carlisle is also a town of readers. According to the Public Library Association most recent statistical information, the *2017 Public Library Data Report: Characteristics and Trends*, the average circulation/capita was 8.55 in 2016. The most recent data gathered by the Institute of Museum and Library Services (IMLS) reports that the average circulation in Massachusetts is 9.9/capita. In 2017, the Gleason Public Library was about 23 circulation/capita. This is more than double the state average or almost three times the national average.

The American Library Association's survey estimates that two-thirds (2/3) or about 66% of Americans have library cards or are registered users. The percentage of registered users in Carlisle is over 95%.

Personnel: The GPL Board of Trustees welcomed Christine Stevens to the Board with the departure of Andrew Beal. As of July 2017, Steve Golson serves as Chair, Priscilla Stevens as Treasurer and Christine Stevens as Secretary. There are many new staff at the Gleason Public Library this year. With the departure of Christine Schonhart as director in May, Martha Feeney-Patten became the interim director. Under the guidance of the Trustees, Ms. Feeney-Patten stepped into all the normal duties of directorship, as well as assisting in the hiring of new staff and training staff on the new catalog system.

In just over a year, Gleason Public Library has added Director Abby Noland, Library Assistants Chelsea Dill, Andrea Dollen, and Emma McKenna, Children's Librarian Nicole Claire, and Page Marisa Ih. With the advent of all these changes, the Trustees made the decision to restructure some positions. The library now has four full time positions: the Director, Assistant Director, Children's Librarian, and Children's and Teen Services Librarian. These changes improve the staff's ability to meet patrons' needs.

With the retirement of Marty Seneta in late 2016 as Assistant Director and Head of Children's, the two aspects of her job were separated. Nicole Claire, formerly of the Upton Town Library, was hired as Children's Librarian to focus entirely on youth services, while Martha Feeney-Patten was promoted to the new position of Assistant Director/Head of Technology. Staff stepped up to cover two different absences for parental leave in 2017, including Nicole Claire taking responsibility for all children's and teen programs while Tahleen Shamlian was on leave.

Facilities: In May, the well pump was replaced due to breakdown. Our security system became unreliable in the summer and has been upgraded. Thanks to the Town of Carlisle's approval of the Long Term Capital Expenditures, the library has made repairs to the patron plumbing, the HVAC system, and installed new security lights. Due to nitrates in the water and other concerns, the heating in the library had become unreliable. After the 2016 study of issues with the HVAC system, WJS Mechanical was hired to begin implementing the study's recommendations. Improvements have already been seen this winter in the consistency of heating throughout the library, with more work planned.

Technology: In early 2017, the Gleason Public Library as a member of the Merrimack Valley Library Consortium chose to rejoin the SirsiDynix family and become a Symphony library on the Enterprise discovery system. Symphony allows for a more integrated inclusion of e-books and other online resources; which patrons can now check out directly from the catalog. The staff were immersed in training for the new system. The library expanded their collection of "hot titles" to ensure that Carlisle patrons have access to the most in-demand materials.

One of the most significant requests of public libraries in 2017 has been technology training classes. In order to respond to this trend, your library acquired four new laptops for training classes and in-house use.

The library's largest acquisition this year is due to the generosity of the Friends of the Gleason Public Library. The new photocopier with updated features allows patron and staff to scan in color and has staple-less stapling.

Saying Goodbye & New Beginnings: The library was sorry to see the following staff move on: Director Christine Schonhart, Joan Hoffman who retired after thirteen years, Seana Rabbito, and Kelly McMaster.

Program Highlights: Hosting community officials read to the children at the Grandparents' Day event (Sponsored by the Carlisle Cultural Program, Friends of the Gleason Public Library, Carlisle Body Shop, Rollins Insurance Agency, Friends of the Council on Aging, Barrett Sotheby's, Lincoln Tree and Landscape, Landscape Visions Corp., Concord Oil Company)
Offering baby storytime and an American Sign Language (ASL) course for parents and their babies (Sponsored by the Friends of the Gleason Library)

Providing Polar Express and the Pumpkin Spectacle (Sponsored by the Friends of the Gleason Library)
 Providing an eclipse-viewer craft program (Sponsored by the Friends of the Gleason Library)
 Saying goodbye to TAB (Teen Advisory Board) members and welcoming new members
 Receiving a grant from the Carlisle Cultural Council for an upcoming literary haunted house event
 Hosting Marcella Pixley's reading of her new young adult book *Ready to Fall*
 Completing the cataloging of the Town of Carlisle's Gettysburg Collection (Funding provided by the Carlisle Community Preservation Fund)
 Reading Poetry Anew led by Mary Zoll meets monthly
 Art at the Gleason receptions and shows (Sponsored by the Carlisle Art Committee and the Gleason Public Library Endowment)
 Offering the Mystery Book Group
 Presenting the *Ecological Pollinator Conservation* by Dr. Robert J. Gegear (Sponsored by the Carlisle Conservation Foundation and the Susan Zielinski Natural Science Fund)
 Offering a three part series entitled *Bach, Beethoven, and Brahms* with Richard Travers (Sponsored by the Friends of Carlisle Council on Aging and Friends of Gleason Public Library)

Library Statistics

Hours Open per Week	January–June and September–December:	55
July–August:		51
Physical Items owned by GPL:		64,970
Items provided by other libraries:		13,770
Items provided to other libraries:		24,101
Consortia, network and state-wide digital usage:		32,968
GPL material circulation:		89,068
Total Circulation		102,838
Number of Carlisle registered borrowers:		5,362
Number of visitors:		77,553
Number of programs/attendees:		200/4791
Number of storytime programs/attendees:		25/494
Summer Reading programs/attendees:		25/714
Number of times the Hollis Room was used:		319
Number of reference transactions:		3,333
Number of non-subsidized volunteers:		45
Number of Tax-Workers:		4

Circulation, program and holdings data is based on the FY17 (July 1, 2016-June 30, 2017) as reported to the Massachusetts Board of Library Commissioners.

Library Staff

Director Abby Noland (Full-time)

Assistant Director Martha Feeney-Patten (Full-time)

Assistant to the Director Kathryn Untermeyer

Children's Librarian Nicole Claire (Full-time)

Children's and Teen Services Librarian Tahleen Shamlan (Full-time)

Library Assistant II: Kay Edelberg, Janet Hentschel, Deena Scaperotta

Library Assistants I: Chelsea Dill, Linda Dodge (substitute) Andrea Dollen, Leslie Kmiec, Emma McKenna, Kim Money, Shoba Ramapriya (substitute), Ellen Royalty

Shelvers: Marisa Ih, Sally Ryder

Custodians: Dan Brainard, George Collins

Board of Trustees

Steve Golson, Chair

Priscilla Stevens

Andrew Beal (through June 2017)

Christine Stevens (since July 2017)

The Institute of Museum and Library Services (IMLS) statistics collects the number of "registered users," defined as "a library user who has applied for and received an identification number or card from the public library that has established conditions under which the user may borrow library materials or gain access to other library resources." But a note requires that the report should be for files that have been purged within the past three years.

Provided by Abby Noland, Library Director

CULTURAL COUNCIL

Carlisle's Local Cultural Council (LCC) program is part of the Commonwealth of Massachusetts largest grassroots cultural funding network in the nation supporting thousands of community-based projects in the arts, humanities, and sciences annually. The program promotes the availability of rich cultural experiences for every Massachusetts citizen. The Carlisle Cultural Council has a number of mandatory duties that is carried out by a volunteer body appointed by the Board of Selectmen. These include:

- Soliciting community input and assessing local cultural needs
- Establishing council priorities for the review of grant applications
- Communicating with the public
- Reviewing and recommending action on local applications
- Carrying out other necessary administrative functions
- Complying with MCC guidelines, rules, or rulings

During 2017, the Carlisle Council undertook a community survey and for the first time solicited input via both the web survey monkey) as well as the traditional written survey. Results of this survey can be obtained on the Town's and the Massachusetts Cultural Council's websites.

The Carlisle Cultural Council received 18 applications this year for projects in the performing arts, visual arts, education and community outreach, and awarded \$4,550 in grants through our partnership with the Massachusetts Cultural Council. The award winners for 2018 are:

Carlisle Community Chorus: \$500 for free concerts in January and May 2018

Gleason Public Library: \$500 for *Literary Haunted House* on Halloween Eve

Council for the Aging: \$300 for *Foibles, Folklore & Fun* by Leeny Del Seamonds on April 5, 2018

Davis Bates and Roger Ticknell: \$500 for *Summer Reading Song & Story Celebration* at Gleason Public Library on August 1, 2018

Carlisle Chamber Orchestra: \$500 for December 2017 Holiday Concert

Discovery Museum: \$250 for their *Especially for Me* program for disabled visitors

Gleason Public Library: \$275 Gregory Maichack presents *Monet's Magic* workshop on June 6, 2018

Doug Schmolze: \$375 for Council for the Aging program *Songs of World War I* on October 18, 2018

Concord Orchestra: \$500 for *Collaborations* concert on January 26-27, 2018

Ed the Wizard: \$450 for *Reading is Magic* at Carlisle Public School

Carlisle Mosquito: \$400 for four color photo editions

Our residents are fortunate to have an opportunity to see and hear the outstanding work of artists and arts organizations in our community and we are particularly excited about the range and quality of funded projects this season. Each project was chosen because of its substantial public cultural benefit for the residents of Carlisle. We hope that you will be able to attend some of the funded events mentioned above.

In addition, we have a webpage that was added to the Town's website in September 2017 and a new email address at culturalcouncil@carlislema.gov was also assigned to the Council.

We thank our Council members for their continual support and volunteer efforts.

Caren Ponty, Chair

Karen Shaver (Served two full terms which expired June 2017)

Carren Panico

Mary-Lynne Bohn, Secretary

Nancy Kuziemska (served one full term which expired June 2017)

David Carroll (resigned December 2017)

Jennifer Sagalyn

Alain Bojarski, Treasurer

Jill Henderson

Christine Lear

CARLISLE PUBLIC SCHOOLS

The Carlisle Public School and the Carlisle School Committee worked together in 2017 to provide an excellent educational experience for the children of Carlisle. Our mission statement and core values continued to guide all that we do:

The mission of the Carlisle Public Schools is to provide a collaborative and caring community in which each student is known, understood, and valued so that students can learn to their fullest potential in a safe, inclusive environment with high expectations and clear standards for all.

The 2016 hiring of Jim O'Shea as Superintendent of Schools and Will Verbits as the Student Services Director, presented an opportunity to review and reflect on the continued progress of the district. During his first months as superintendent, Mr. O'Shea worked closely with faculty, parents, staff, and community members to explore and identify areas of strength for the district, as well as areas on which to focus future work. This investigation and work culminated in the development of a district strategy focused on three key strategic objectives, designed to ensure the ongoing success of the Carlisle Public Schools:

- Providing a Rich, Rigorous, and Relevant Curriculum
- Building a Community of respect and Inclusion in a Safe and Healthy Learning Environment
- Ensuring Equity and Excellence in Learning

The Carlisle School experienced several personnel changes this past year as six long-serving and accomplished teachers retired -- Joan Beauchamp, Liz Hamlet, Connie McGrath, Mike Miller, Rob Quaden and Cyd McCann. Long-time assistant to the Superintendent and Carlisle resident Claire Wilcox also retired this past year. These retirees have made outstanding contributions to our school community, and they will be truly missed.

Middle School Principal Carrie Wilson oversees students and teachers in Grades 5-8. This year's middle school highlight summary is directly linked to the school improvement plan goals that focus on social emotional learning and well-being, anti-bullying common language, infused technology within curriculum, and alignment of math and social studies to new state standards of instruction. The importance of consciously linking our activities and efforts to our school and district goals models a vision that we share with our students and families on a daily basis.

In 2017, faculty participated in a school and community study of the Olweus Bullying Prevention Program and how Olweus language and positive behavioral approach supports our commitment to an inclusive educational climate. (More information on the Olweus Program is on the Carlisle Public Schools' website.) In Middle School, this work anchors our involvement and inclusion of the Responsive Classroom (morning meeting) structure for our student meeting and advisory groups, the inclusion of student social emotional awareness in our faculty study regarding homework, daily scheduling and extracurricular

activities, and the inclusion of mindfulness and personal success as noted in the development of an inclusive instructional learning climate.

Academically, the Middle School students have shown continued success in all areas of their learning. Carlisle continues to demonstrate superior achievement on the yearly state assessment as seen in our notable overall ranking on the Next Generation MCAS assessment. We are proud to say that Carlisle places consistently within the top schools in the state in all measured areas (Math, ELA, and Science and Technology). Our students have been involved with and rewarded for their contributions to the Scholastic Arts and Writing programs, the Massachusetts Instrumental and Choral Conductors Association (MICCA) competition, as Model UN participants and winners (our third year of involvement), and our participation and success in the math league and *Math Counts* competitions. Classroom rigor is exceptional, and our students are encouraged to investigate, question, think, understand and advocate for their own learning styles as they learn alongside their instructors.

The IQWST science study at Grades 6-8 supports student understanding of earth, life and physical science and bases each lesson on a hands-on, investigatory exploration. Grades 5-8 literature study and guided reading are major components in each class and writing is supported throughout all curricular areas. While based on the inquiry method of instruction, our Middle School math program is also inclusive of the Jo Boaler “mathematical mindsets” approach for all children, and this past year our social studies faculty has examined our longitudinal connections in Geography, Economics and Cultural study.

In addition to our continuing dedication to academic excellence, our students participated in world language classroom celebrations, conversations with authors and schools across the world via technology, and sport intramural events and meets in cross country, field hockey, basketball, softball and baseball. Our involvement in community outreach remains strong, as seen in our music participation with the Council on Aging breakfast and lunch, the Memorial Day parade, and at Old Home Day. This year, our Early Act Service to Others Club, in conjunction with the Junior Rotary Club, continued to support Razia’s Ray of Hope, Kids for Cameroon, local outreach to the families in Lowell, and Cradles to Crayons.

Our Grades 6-8 technology plan inclusive of student one-to-one computing continues to be integrated within all our classroom work. Student technology access throughout the day has allowed us to explore increasingly more intricate Engineering and STEAM class activities such as robotic worms, the egg drop, coding, as well as the capability of sharing our investigations in math and science with other schools and classes. Significant change has occurred in our literature classes, which rely on capable technology for annotating literature, and creating outreach opportunities in order to contact authors, writers and historical sites and bring authentic learning to the classroom each day.

We graduated 67 eighth graders in a lovely evening ceremony on June 16th in the school auditorium. The class speakers were Lauren McIlhenny and Jessica Shang. The rain did

not hamper the enthusiasm of all of the graduates as their family members looked on with pride. Many school faculty and administrators were in attendance and also celebrated this milestone for our oldest students.

Elementary School Principal Dennet Sidell oversees students and teachers in Grades K-4. This year we continued our commitment to teaching the whole child. Our first grade teachers resumed their work with a social/emotional program that was initiated in Kindergarten, called “The Incredible Flexible You” also known as “We Thinkers.” Five key lessons were co-taught in each first grade classroom with Katie Rupprecht, our school psychologist, and then continued by the classroom teacher for the remainder of the school year. In the fall, the second grade team along with Katie Rupprecht implemented The Zones of Regulation in all second grade classrooms. This curriculum is designed to help students gain skills in the area of self-regulation. Self-regulation can go by many names, such as self-control, self- management, and impulse control. It is described as the best state of alertness of both the body and emotions for a given environment. For example, when a student plays on the playground or in a competitive game, it is beneficial to have a higher state of alertness. However, that same state would not be expected in the library. The lessons and learning activities are designed to help students recognize when they are in different zones, as well as learn how to use strategies to change or stay in the zone they are in. In addition to addressing self-regulation, students gain an increased vocabulary of emotional terms, skills in reading other people’s facial expressions, perspective about how others see and react to their behavior, insight into events that trigger their behavior, calming and alerting strategies, and problem solving skills.

The Olweus program is fully implemented in the Elementary School, as it is in the Middle School. The Olweus Committee is comprised of teachers, administrators and parents. We had a nationally certified Olweus trainer come to Carlisle and give the Committee a two-day training. The Committee planned Olweus training for the faculty and staff, which took place in the spring and the fall of 2017. Faculty and staff members learned about the language and positive Olweus approach, the four rules of Olweus, the intervention methods when an adult views a negative act and how to run an Olweus classroom meeting. Teachers are conducting a minimum of twice weekly Olweus meetings in every classroom. The committee also organized and held an Olweus training during the late fall for parents, guardians and community members. The committee created a parent Olweus resources page on the school website, where the committee will continue to add resources for parents to read and use. The Olweus program dovetails nicely with the elements of the Responsive Classroom that we are using as well as our work from the Challenge Success student survey which focused on homework, extracurricular activities, sleep, social/emotional well-being and the learning climate of the classroom.

In regard to curriculum, the Elementary School continued to bring Foundations, which is a phonemic awareness, phonics, spelling and handwriting program, to the next consecutive grade level, which this year was our second grade. The training for second grade teachers took place over the summer, to prepare those teachers to incorporate Foundations

into their daily routines. Teachers have worked together as a team along with Dr. Macklis, our Reading Specialist, to continue the teaching where first grade left off. The teachers have created multiple flipcharts to accompany each Foundations lesson. In Grade 4 the practice of “guided reading” was brought in as part of our weekly balanced literacy approach. In guided reading, a teacher meets with a small group of students to work on a skill or reading technique that the students need to continue their reading growth.

We have been able to increase our Tier II supports this year especially in Grades 3 and 4. Tier II supports are for students that need more teaching and practice to access classroom expectations and activities. The student might require assistance with one particular need or across several academic, social, emotional or behavioral areas.

In the area of technology, teachers continue to access a variety of trainings on how technology tools, both hardware and software, are being used to enhance both teaching and learning. We are also looking at expending our small group instruction as well as our one-to-one practice with the use of iPads in Grades 3 and 4. Teachers were given an iPad to become more familiar with its capabilities and to research applications that would be beneficial to our students.

During the spring, visitors from Japan’s National Institute of Educational Research visited Carlisle. Prompted by the work of Carlisle Special Education Teacher Connie McGrath, they came to observe and learn how the needs of all students were being met, but their particular focus was on children who qualified for special education services. These guests visited classrooms and conferenced with teachers and administrators. They also asked about scheduling, support staff and what we attribute to Carlisle's success in reaching such significant excellence in education. It was a wonderful visit for Carlisle and gratifying to share what we have learned along the way and assist another country with their educational journey to meet the needs of all students under their care.

One of the goals of our School Advisory Council for this past year has been to assess the variety of means of communication currently being utilized by the district and other school groups with the hope of increasing the effectiveness of communication by either further diversifying communication outlets or by streamlining communication. We will work to make any needed adjustments to our communication methods in the next several months. Anyone can stay in touch with what is taking place in our district by following us on Twitter @CarlislePreK_8, on Instagram at *carlislek8*, or by following the Superintendent’s Blog which is accessible from the home page on our website.

The School Committee fulfilled the responsibility of formulating of the budget for 2018. Chair David Model led the budget process for the Committee and worked closely with Business Manager Susan Pray and Finance Committee liaison Scott Triola to present the budget to town committees and officials. The proposed budget met the needs of the school while recognizing the requirements of other town departments. The public reviewed the budget at a public hearing and Town Meeting passed it at the annual meeting.

We are so thankful to have such involved and active parents. Our parents not only volunteer in many ways (library, lunch/recess, classrooms, field trips, and activities) but also contribute and partner with the school through the Parent Teacher Organization (PTO) and the Carlisle Education Foundation (CEF.) Grants that are funded through these organizations supplement the educational experiences of our students, who learn and grow from outstanding programs such as those provided through cultural enrichment as well as benefit from direct classroom enhancements. Grants also supplement students' educational experiences by funding technology and supporting professional development for teachers.

Finally, we are very grateful for the support of the Carlisle community. The citizens of Carlisle graciously attend our school events, such as musical and play performances, the Spaghetti Supper, and sports competitions. The people of the Town support our initiatives by voting for the school budget and paying the property taxes that make it possible. It is evident that Carlisle townspeople truly value what the administrators and teachers do every day, which help make Carlisle School an outstanding educational institution. Our students thrive and achieve with this support, and we are very thankful to all.

David Model, School Committee Chair
James F. O'Shea, Superintendent

School Committee Members:
Melissa McMorrow
Joshua Kablotsky
Mary Storrs
Christine Lear

**Carlisle Public Schools
Enrollment by Grade
December 31, 2017**

Grade	Boys	Girls	Total
Pre-Kindergarten	7	8	15
Kindergarten	30	33	63
Grade 1	33	24	57
Grade 2	35	26	61
Grade 3	36	24	60
Grade 4	40	36	76
Grade 5	39	28	67
Grade 6	41	30	71
Grade 7	34	41	75
Grade 8	43	35	78
Out of District/ Services Only	5	6	11
Total	343	291	634

**Carlisle Public Schools
Administration and Faculty List
September 2017**

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
Nancy Anderson	University of New Hampshire, B.S.	Assistant to the Superintendent	2003
Maya Bery	Wesleyan University, B.A. Simmons College M.L.S.	Library/Media Specialist	2013
Bethany Boglarski	Fitchburg State, B.A. Simmons College, M.S.	Special Educator	2003
Lynne Carmel	Castleton State College, B.S. Cambridge College, M.Ed.	Physical Education	1999
Amy Caron	Boston College, B.A. Fitchburg State College, M.Ed.	Grade 2	2003
Leanne Christmas	Syracuse University, B.S., M.S.	Speech & Language	2001
Jeffrey Clem	Springfield College, B.S. Framingham State, M.Ed.	Special Educator	2014
April Colson	Quinnipiac College, B.S. Florida International, M.S	Occupational Therapist	2005
Meghan Cox	University of Massachusetts, Lowell, B.A. University of Massachusetts, Lowell, M.A.	Grade 3	2017
Bradford Cranston	Bates College, B.A. Johns Hopkins, M.A.	Science	2006
Marshall DeForest	University of Massachusetts Amherst, B.A. & M.Ed.	Grade 4	2014
Christine Denaro	Bentley College, B.S. Lesley College, M.Ed.	Grade 5	2004

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
David Flannery	Middlesex Community College	Supervisor, Buildings & Grounds	1975
Stephanie Freni	Rivier College, B.A. UMass Lowell, M.Ed.	Special Educator	2016
William Gale, Jr.	Springfield College, B.S. Lesley College, M. Ed.	Mathematics	1997
Vanessa Gerade	University Of Massachusetts, B.A. Lesley University, M.A.	Grade 1	2004
Amanda Gilchrist	University of New Hampshire, B.A. Lesley University, M.Ed.	Grade 2	2012
Mimi Gleason	Middlebury College, B.A. Harvard University, M.Ed.	Grade 5	2008
Elizabeth Grady	University of Michigan, B.A, M.A.	Grade 3	2012
Cassandra Graham	St. Lawrence University, M.S. Boston College, M.Ed.	Grade 1	2000
Elizabeth Gray	Boston University, B.S. Penn State University, M.Ed.	English Language Arts	1998
Nicholas Greenwood	University of Massachusetts, B.A.	Technology Integration Specialist	2017
Michaela Hardimon	Middlebury College, B.A. Antioch New England, M.Ed.	Early Childhood	1998
Kristy Hartono	Lesley University, B.S. Eastern Nazarene, M.Ed.	English Language Learner	2010
Cheryl Hay	University of Massachusetts, B.S. Fitchburg State, M.Ed.	English Language Arts	2006
Jeffrey Hechenbleikner	St. Michael's B.A. Salem State, M.Ed.	Psychologist	2014

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
Margaret Heigl	University of Massachusetts, B.S. Cambridge College, M.A.	Physical Education	1993
Kathleen Horan, RN	Lowell State College, B.S.N. Cambridge College, M.Ed.	School Nurse	1993
Shawna Horgan	Westfield State College, B.S. Fitchburg State College, M.Ed.	Grade 1	1999
Chiao Bin Huang	Chinese Cultural University, B.A. Emerson College, M.A.	Chinese	2005
Daniel Hunt	Bridgewater State College, B.A. American College of Education M.Ed.	Physical Education	2006
Frances Ingram	Straithclyde University, B.A. Lesley College, M.Ed.	Special Educator	2014
Kendra Katz	Eastern Nazarene, B.A. Mid-America Nazarene M.Ed.	Grade 4	2006
Michael Kilmartin	Springfield College, B.S. American International College, M.A.	Social Studies	2017
Emily King	Boston University, B.S. Lesley College, M.Ed.	Grade 4	2004
Rachel Levy	Institute of Art, B.A. State University of NY, M.A.	Art	2005
Jan Liebman	Southern Connecticut State, University B.A. Southern Connecticut State, B.S. King's College, London, M.A.	Special Educator	2017
Courtney Longaker	University of Massachusetts, B.A. Simmons College, M.S.	Art	1997
Kathi Macklis	George Washington, B.A, University of Pennsylvania, M.S. Boston University, Ed.D.	Literacy Specialist	2016

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
Kevin Maier	Manhattanville College, B.A., M.Ed.	Music	2009
Tracy Malone	Assumption College, B.A. Framingham State College, M.Ed.	Special Educator	2003
Kathryn Marsh	University of Wisconsin, B.S. University of California, Ph.D.	Science	2004
Caryl McCabe	University of Massachusetts, B.A. Rivier College, M.Ed.	Grade 4	2008
Angela Monke	Univ. of Massachusetts, B.A, M.A.	Music	1998
Jessica Montague	Regis College, B.A. Regis College, M.A.T.	Special Educator	2017
Cynthia Morris	Stonehill College, B.A. Lesley University, M.Ed.	Grade 3	2000
Taylor Murphy	Fairfield University, B.A. Nazareth College, M.S.	Social Studies	2016
Jason Naroff	Boston University, B.S. Lesley University, M.Ed.	Grade 5	2008
Aria Niemierko	UMass, B.A, M.Ed.	Grade 3	2010
James O'Shea	University of Massachusetts, B.A. Suffolk University, M.S.	Superintendent	2016
Elizabeth Perry	Brandeis University, B.A. Potsdam State University, M.S.	Mathematics	1983
Michele Petteruti	Brown University B.A. Tufts, M.A.	Psychologist	2010
Marcella Pixley	Vassar College, A.B. University of Tennessee, M.A.	English Language Arts	2004
Jennifer Pray	Bridgewater State, B.S. Bridgewater State, M. Ed.	Special Educator	2007

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
Susan Pray	Framingham State, B.S.	Business Manager	1991
Jennifer Putnam	Mount Holyoke College, A.B. Simmons College, M.A.	Grade 5	1995
Kimberly Reid	State University of New York, B.A. Northeastern University, M.Ed.	School Psychologist	1995
Madeleine Riley	University of Massachusetts, B.A. Mount Holyoke College, M.A.	Special Educator	2017
Susan Ross	Ohio State University, B.S. University of Southern Cal., M.A	Occupational Therapist	1998
Jennifer Rowland	Stonehill College, B.S. Simmons College, M.Ed.	Special Educator	1999
Michelle Ruggieri	Providence College, B.A. Duquesne University, M.Ed.	Kindergarten	2013
Kathleen Rupprecht	Miami University, B.A. Northeastern, M.S.	School Psychologist	2009
Cynthia Samuels	Colorado State University, B.S. Emerson College, M.S.	Special Educator	1995
Suzanne Severy	University of Massachusetts, B.A. Lesley College, M.Ed.	Kindergarten	2000
Dennet Sidell	Gordon College, B.A. Lesley University, M.Ed. Nova Southeastern University, Ed.D	Elementary Principal	2012
Anne Spiegel	Merrimack College, B.S. Fitchburg State University, M.Ed.	Math	2017
Wendy Stack	Muhlenberg College, B.S. Lesley College, M. Ed. Univ. of New Hampshire, M.S.	Science	1997
Andrea Steffek	University of Colorado, B.A. Tufts University, M.A.T.	Spanish	2001

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
Maren Studlien	Brown University, B.A. Lesley University, M.Ed.	Special Educator Music	2017
Valerie Thomforde	University of New Hampshire, B.A. Holy Names University, M.A.		2017
Linda Vanaria	Lesley University, B.A., M.Ed.	Grade 2	2007
Will Verbits	Flagler College, B.A. Gallaudet University, C.A.G.S.	Director of Student Serv.	2016
Lindsay Weston	Bridgewater State College, B.S. Framingham State University, M.Ed.	Kindergarten	2017
Heather White	Northwestern University, B.A. Syracuse University, M.S.	Speech & Language	1999
Carolyn Wilson	DePauw University, B.A. Northern Illinois University, M.S.	Middle School Principal	2015
Lesley Yanka	Worcester State, B.Ed. & M.Ed.	Mathematics	2013
David Zuckerman	Occidental College, B.A. Tufts University, M.A.T.	Social Studies	1999

CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT

Dr. Laurie Hunter, Superintendent

John Flaherty, Deputy Supt. of Finance and Operations

Kristen Herbert, Director of Teaching and Learning

Kelly McCausland, Director of Human Resources

Jessica Murphy, Director of Special Education

Peter Kelly, Director of Information Technology

Mike Mastrullo, Concord-Carlisle High School Principal

The mission of the Concord-Carlisle Regional School District (CCRSd) is to educate all students to become lifelong learners, creative thinkers, caring citizens, and responsible contributors in our diverse global society. We are able to achieve our mission through the investment of educators, staff, parents, and community members who work tirelessly to improve our schools.

District Goals

Every school year, the administration develops district goals for CCRSD that is approved by the School Committee. We focus on efforts to improve student learning by providing students with a rigorous and coherent curriculum and high quality instruction, monitoring student progress through common assessments, identifying appropriate interventions, adjusting instructional practices, and closing the achievement gap. The goals also specify improvements in authentic learning experiences, instructional strategies, integrating digital tools, respectful and responsible student citizenship, teacher collaboration and evaluation. In addition, we strive for prudent management of school budgets, resources, capital projects, the new high school building project, and resolution of fair collective bargaining contracts.

Teaching and Learning

All district efforts focus on improving student learning and teaching. There is a focus on four curriculum areas this year: STEAM, social studies, Spanish, and health. In each area, there is some new curricula and/or pedagogy which is intended to make students' learning experiences more relevant, more engaging, and more rigorous.

Exciting efforts are underway in the area of STEAM (Science, Technology, Engineering, Art, and Mathematics) engineering. As may be remembered, a team of educators created a strategic plan three years ago to have all students involved in engaging STEAM tasks so that more students consider a future in this field. The fruits of this labor are coming to bear. At the high school, an exciting two week

experience called, “Q5,” is being developed for all students to choose among over 80 interdisciplinary courses.

A similar committee of educators made recommendations as to improvements in our social studies curriculum and those changes are in process as well. The changes that were recommended included: enhanced study of the American Civil War and Reconstruction; more focus on World Geography; increased emphasis on principles of Economics; emphasis on depth over breadth in all areas; deeper study of Research Skills; and more pedagogy using the Inquiry Approach. Educators worked hard to develop or pilot new materials that met these content needs and continued the commitment to providing students with multiple perspectives. Educators are thankful for our community partners: Concord Museum, The Robbins House, Primary Source, Massachusetts Cultural Council, and Concord Education Fund.

In Health Education, a similar committee of educators met over the course of last school year to evaluate the curriculum and suggest improvements and updates. The decision was made to do this to address: outdated curriculum materials; adding more drug use & abuse prevention due to Nationwide Opioid Crisis; including more Stress Reduction/Mindfulness activities; differences in gender expression; responding to data from the Youth Risk Behavior Survey; choosing depth of understanding over breadth of coverage; and to teach students skills for understanding their own health. At the high school levels, teachers were paid to update and augment their existing units of study.

Like STEAM, social studies, and health, many exciting updates happened at CCHS in the world language curricula.

Concord-Carlisle High School

Concord Carlisle High School (CCHS) remains one of the top achieving public high schools in the state of Massachusetts. When evaluated solely on academic performance, particularly on state and nationally standardized tests, CCHS ranks near the top of every list. In 2017, Boston Magazine ranked the 125 best schools systems in the Greater Boston area, and CCHS ranked #2. Ninety-five percent of our students earned a 2.5 weighted grade point average (GPA) or better, and 100% of the Class of 2017 met or exceeded the Massachusetts Standards for Competency Determination. The number of CCHS graduates planning to continue their education in post-secondary placements was 96% with 78% of our students admitted to one of their top two college choices. Students were accepted to elite institutions including more than ten Ivy League acceptances.

A median SAT score of 1280 bests the state average by more than fifteen percentage points. CCHS students performed exceptionally well on College Board Advanced Placement Exams (AP) with nearly 95% of our students receiving a passing score of 3 or better versus a state and global average of 70% and 60% respectively. Further, an

astounding 80% of students achieved top scores of 4 and 5. More than 1.5 million students nationally participated in the National Merit Scholarship Program. Impressively, seven CCHS students were named among 16,000 semifinalists, and five were named among the 7,500 finalists. Further, four students were recognized in prestigious math and science competitions; two scored in the top 5% in the national American Mathematics Competition Exam and two students were named semifinalists in the prestigious and highly competitive Siemens Competition for Math, Science, and Technology.

Overall, 95% of our students participated in a club, group, or athletic team. Last year proved to be another stellar year for our athletic program. CCHS teams were victorious in 65% of their contests, and for the 10th consecutive year, we had at least one state champion, with Girls Indoor Track earning that honor. Multiple teams won Dual County League Championships including Boys and Girls Cross Country, Boys Soccer, Boys Basketball; numerous students received All-Scholastic recognitions from our local Boston newspapers; however, the competitive spirit, sportsmanship, and citizenship displayed by our coaches and student-athletes are hallmarks of the program.

The CCHS Repertory and Concert Bands earned gold medals at the Massachusetts Instrumental and Choral Conductors Association (MICCA) State Concert Festival. Many student musicians (band, orchestra, jazz band, and chorus) were nominated and accepted into the MECH All-eastern Honors Ensembles.

Visual Arts students participated in the Boston Globe Scholastic Art Awards regional and national exhibitions and earned an incredible number of gold and silver keys distinguishing CCHS as one of the most award-winning schools in New England. Two students were recognized by the prestigious regional NATAS (Emmy) awards for their films. In the spring, students exhibit their artwork at the Concord Art Association, where a jury of professional artists awards scholarships for the best senior portfolios. A junior student was accepted to highly competitive Massachusetts Art All-State program.

In math, we continue to see an increase in the number of students taking Introduction to Statistics and AP Statistics. We expect this trend to continue as students become aware of the analytic requirements of many college majors. Also, students are frequently gravitating towards multiple math courses in a given year. Last spring twelve students and two teachers traveled to Mexico to do fieldwork related to BioStats. Student interest in our new Financial Literacy course continues to grow, and next year we hope to offer additional sections to meet demand.

Last year we added AP Environmental Science, and with increased demand, we plan to add additional sections next year. We adjusted our honors physics curriculum and relaunched the course as AP Physics I. We continue to see an increase in the number of students enrolled in our engineering program and awarded the highest number of Engineering Certificates last year. Thanks to the Concord Education Fund we had our first successful weather-balloon launch that recorded data in real time at an

altitude of 93,000 feet.

The collaboration between English and Social Studies on an interdisciplinary course, Twice Told Tales, continues with carefully coordinated field trips enhancing the classroom experience. Our Rhetoric and Advanced Language and Senior Honors English teams continue to see improved student writing and analytical skills. More than 130 students completed an AP English exam with 93% scoring 3 or better.

The Social Studies department has continued to work to make courses engaging, challenging, and accessible to students of all learning profiles and learning styles. Last year we completed a K-12 Social Studies Curriculum Review, which culminated with a week of professional development. Students performed exceptionally well in the Moot Court Competition and argued cases in front teachers and Massachusetts Supreme Court justices.

2016-2017 marked the fifth year of Rivers and Revolutions. This interdisciplinary, experiential “school- within-a-school” prizes creative thought across all academic disciplines as students develop their capacity to think holistically and collaborate with their peers. This heterogeneous program has served over five hundred students of all backgrounds and abilities. Through the Stewardship portion of the program, students have engaged in meaningful work throughout the community, including projects at the Concord Museum, The Robbins House Interpretive Center, deCordova Sculpture Park, and Museum, Gaining Ground, the Umbrella Community Arts Center, The Ripley Playscape, and many more. Further, students have taught at all three of the elementary schools, helping to create meaningful connections between students and teachers across the entire district. Rivers and Revolutions has caught the interest of schools from across the state and is frequently visited by students, teachers, and administrators who are looking to create their version of this innovative program.

The Special Education Department continues to work collaboratively with families, students, and colleagues to meet the diverse needs of our student body. Students in the Pathways Program have benefitted from a variety of placements that enhance their critical vocational behaviors associated with career exploration, acquisition, and retention. Placements include an eclectic range of services based on their skills, abilities, and interests. Off-campus sites include Concord Elder Services, Buddy Dog, Acton Discovery Museum, Goodnow Library, Drumlin Farm, TJ Maxx and the Acton Food Pantry. We are thankful for the supportive community.

The World Languages Program promotes linguistic and cultural literacy while cultivating a lifelong appreciation and enthusiasm for classical and modern languages and the cultures they reflect. At CCHS students pursue language acquisition in French, China, Latin, and Spanish with the latter three offering AP options. Students enrolled in a language are developing proficiency in the language they choose in an interactive, cooperative environment that emphasizes both oral and written expression through authentic linguistic experiences in the target

language. Students enrolled in Latin will engage in an in-depth study of the Latin language and Roman history and culture. Students translate text, a task which requires analytical skills, problem-solving and creativity.

Linguistic and Cultural Exchanges are offered every other year for students studying Chinese, French, and Spanish. Students spend two weeks in Hangzhou, China, Versailles, France and Quito, Ecuador and then reciprocate by hosting these students in their homes for two weeks.

Last year several students earned their Global Literacy Certificate (GLC). This program is designed to foster global and cross-cultural awareness in high school students. These students completed 20 or more hours of service learning in a global/international setting, at home or abroad. Also, they demonstrated a sincere appreciation and regard for diversity and the ability to interact respectfully with others, at home, and around the world.

Concord-Carlisle Community Connections (CCCC) provided a one-on-one career mentoring experience for 33 students, who engaged with area residents/professionals in a variety of career fields, such as architecture, biotechnology, and engineering. Nearly 50 students participated in the Senior Internship program, which is a unique five-week course rooted in career exploration that integrates study with planned and supervised career-related work experience.

METCO

Fifty-three (53) students of color in grades 9-12 who reside in Boston attend Concord-Carlisle High School via METCO. At CCHS, all 9th grade METCO students are enrolled in Achievement Strategies, a course designed to improve executive functioning skills. CCHS math teachers offer a summer math program, “Algebridge” which incoming Boston students attend to increase their participation in higher-level math courses. CCHS METCO students also serve as mentors in POWER (Positive Opportunities with Engaging Relationships), a student leadership initiative in which each METCO freshman is matched with an upperclassmen. CCHS continued its implementation of the Anti-Defamation League’s World of Difference Institute, an anti-bias program designed to prepare students for competence in a multicultural society with 50 new students completing training as peer leaders for Advisory.

Special Education

The Special Education Department of Concord-Carlisle Regional School District is dedicated to providing quality services and programs for students with disabilities beginning on their 3rd birthday through their 22nd birthday. As the complexity of student needs continue to evolve, we remain committed to meeting the diverse needs of students with learning, medical, cognitive and social disabilities within their local communities. In line with the national trends, the numbers of students

with complex disabilities are on the rise. We continue to look at providing opportunities both in and out of school to increase independence at all age and grade levels, especially for students who are turning 14 through the duration of their special education eligibility (either graduation or their 22nd birthday). The Transition Specialist at CCHS continues to expand the community experiences for students 14 and above, working to secure employment when appropriate. Additionally, we have broadened our relationships with other agencies including DCF, DDS and DMH. At CCHS, the special education department has continued to increase increasing self-advocacy and independence in accessing support. Executive functioning coaching is being interwoven into small group instruction as well as in a coaching model as appropriate. The programs and services for students with disabilities at CCHS reflect each student individually and are designed to meet each student's needs.

At the end of 2016, Concord Carlisle Regional School District participated in a mid-cycle review completed by the Department of Secondary and Elementary Education (DESE). CCRSD had 5 criteria areas that needed remediation and in October 2017, CCRSD was also in 100% compliance. The mid cycle review reports can be found on the DESE website

<http://www.doe.mass.edu/pqa/review/cpr/reports/followup.html#c>

Professional Development

The district continued to invest considerable resources in professional development, providing educators with learning opportunities in curriculum development and technology integration. A new professional development program, "*The Concord Fellows*," has been rolled out in the 2016 - 2017 school year. In this program, veteran teachers lead their colleagues in study on such topics as: Classroom Management; Mindfulness in the Classroom; Project Based Learning; Using Google Apps in the classroom. Teachers took courses in content areas, Open Circle, English Language Learners, and special education. Teachers participated in committee work on science and STEAM education. During the summer, teachers participated in many curriculum development projects. Many of these focused on the implementation of new science curriculum and initiatives in STEAM education.

Human Resources

The district hired one (1) superintendent, one (1) assistant principal, and several teachers and support staff members such as bus drivers, food service employees, information technology, tutors, custodians, & assistants.

The majority of the new hires filled vacancies created by retirements, resignations, and temporary leaves of absences. Retention rates for educators continue to remain strong. The CCHS retention rate in 2017 for educators was 97.8% with an eight year average of 97.5%.

The district has significant mentoring programs to ensure that new educators swiftly and substantively become part of the learning communities at each school site. The human resources office continued supporting improvement in implementation of the new comprehensive supervision & evaluation system for educators including evaluators. The Teachers Association and administration continued to meet regularly to discuss ideas, issues, and concerns.

Other activities include ongoing efforts to align professional development offerings with educator plans and goals, school improvement plans, and district goals; create opportunities to reuse, reduce, and recycle; and implement initiatives to build community through district-wide wellness activities. Contract negotiations concluded with the Secretaries Association and the Bus Drivers Association.

Information Technology

The IT department is focusing efforts on efficiency and productivity by tying together and automating core administrative systems. Reducing rework and complexity will improve delivery for the growing demand of data in compressed time frames. We continue to migrate towards a fully virtual server environment. As a result, we can decommission aging home directory servers and storage units housed in the school. Both students and staff have full access to Google Drive for document storage.

We continue to optimize bandwidth to and within the school using QOS (Quality of Service). QOS is essential to manage the growth of high-bandwidth video and multimedia traffic. This helps assure that the building is getting acceptable bandwidth for students.

We have introduced a help desk ticketing system (Spiceworks). This provides faster response times and better service to both staff and students. We are also using the inventory module for this system.

Finance and Operations

The district continues to maintain excellent academic programs while meeting challenging funding goals. Our core budgeting principles remain focused on using resources to support student learning and growth. The district goals approved by the school committee provided direction to the budget process to support student learning opportunities. The FY 2018 operating budget for CCHS, \$28,042,499, increased by 5.39%. The CCHS FY2018 budget request matched the Finance Committee guidelines, were within levy limits, and for the eleventh consecutive year did not require overrides. The district managed a successful FY2017 year-end closing. The district met its planned \$735,499 commitment towards its OPEB liability in the year-end closing process. CCRSD's Excess and Deficiency (E&D)

fund balance for the past fiscal year declined from FY16's 4.2% to a projected 3.1% level. The AAA bond rating has been maintained.

Transportation

Transportation was successfully relocated to the new Knox trail depot, and implementation of the new later high school start time has been completed.

Summary

The major highlights of 2017 are the outstanding student achievement and the completion of the extraordinary high school building project. We are extremely proud of our students, faculties, and staff, and we are grateful for the Concord and Carlisle communities' support. The school made significant progress in achieving the district goals by increasing student learning, improving curriculum and instruction, integrating technology into the classrooms, supporting faculty and staff, increasing teacher collaboration, developing responsive and responsible budgets, completing union contract negotiations, and building a beautiful, high performing high school. For more information, please visit the district's website, www.concordps.org and review the CCRSD 2017 Performance Report.

CONCORD-CARLISLE REGIONAL SCHOOL COMMITTEE

Dan Conti, Chair
Robert Grom, Vice-Chair
Heather Bout
Johanna Boynton
Melissa McMorrow
Mary Storrs
Wally Johnston

The citizens of Concord and Carlisle have continued to provide significant support to the students, faculty and Administrators of the Concord-Carlisle Regional High School. As is reported annually, members of the Regional School Committee continue to be very proud of the accomplishments both inside and outside the classroom. Students, teachers, administrators, staff and residents from both communities are enjoying and benefiting from all that the new high school facilities have to offer. More than half of the current student population never attended classes in the old school. In addition to the new building, CC at Play has made the campus athletic facilities second to none and members of the Regional School Committee salute the many donors and volunteers who made this possible.

The Regional School Committee is part of a district composed of teachers, administrators and staff who are dedicated to educating our students in new and progressive ways, and to shaping them into life-long learners, creative thinkers, caring citizens, and responsible contributors to our global society.

New Superintendent Dr. Laurie Hunter

In June, members of the Committee welcomed new Superintendent Laurie Hunter. Dr. Hunter was serving as Assistant Superintendent of Duxbury Public Schools. A graduate of Boston College (BA '90) and Harvard University's Graduate School of Education (Med '93), she earned her Ed. D in Educational Leadership from Nova Southeastern University in 2014. Prior to being appointed Assistant Superintendent in Duxbury in July of 2013, she served as Principal for 14 years in the Freetown-Lakeville Public Schools.

THE SCHOLARSHIP FUND OF CONCORD AND CARLISLE

Executive Committee: Lucy V. Miller - Chair, Rebecca Britten ‘Bee’ Loprete - Assistant Chair, Welles Hatch - Treasurer, Albert Powers - Assistant Treasurer, Elaine DiCicco – Secretary, Paul Ressler - Past Chair

Trustees: Kenneth Anderson - Associate Trustee, Dorothy Bean - Emerita Trustee, Edward Bernard - Associate Trustee, Hanna Bruno – Associate Trustee, Nick Carter, Jeanne DeTemple, Molly Q. Eberle, Devra Feshbach-Meriney, Janet Rhodes Friedman – Associate Trustee, David Gould - Emeritus Trustee, Julie Hagan – Associate Trustee, Amy Jolly, Deb Mayerson, John F. Mee, Travis Minor, Tom Rutledge - Associate Trustee, Priscilla White Sturges

The Scholarship Fund of Concord and Carlisle (formerly known as the Concord-Carlisle Scholarship Fund) was established in 1966 to provide need-based grants to deserving young men and women from Concord or Carlisle to obtain additional educational opportunities after secondary school. The Fund is a tax-exempt charitable trust. Recipients must either live in or have attended school in either town.

The Scholarship Fund of Concord and Carlisle celebrated its 50th anniversary in 2016. Grateful for the continued support from the townspeople of Concord and Carlisle, we look forward to the next 50 years of supporting our young men and women who aspire to higher levels of education.

The Fund is administered by a 22-member volunteer board of trustees. Scholarships are financed through an annual appeal, a student-staffed phonathon, and by income generated from memorial gifts, bequests, and named funds. For more information about The Scholarship Fund, please see the website: thescholarshipfundofcc.org

In 2017, the trustees awarded \$205,135, supplemented by \$64,665 from The Scholarship Fund’s affiliated organizations, bringing the total to \$269,800 awarded to 78 high school seniors and in-college students. Since its inception, The Scholarship Fund has assisted over 1,400 students.

The Scholarship Fund of Concord and Carlisle Trustees are pleased to announce that the following students have been awarded scholarships for the 2017-2018 academic year.

- Students whose names appear in bold are residents of Carlisle
- Students listed in italics are currently in college.

- Scholarships marked with one asterisk are managed by the Scholarship Fund of Concord and Carlisle
- The scholarships marked with two asterisks are managed by the Trustees of Town Donations of the Town of Concord.
- All other scholarships are managed by the named affiliate organization.

The Abby Memorial Scholarship*

Tyra Westbrook

The Acton Toyota of Littleton Scholarship

Anna Christiansen

The William W. Anderson Memorial Scholarship*

Maxwell Morgan

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